



**City of American Canyon
Storm Water Management Plan**

Fiscal Years 2005/2006 through 2007/2008

Date: October 3, 2005

Prepared by Coastland Civil Engineering, Inc.

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APPENDICES

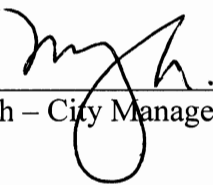
APPENDIX A - City of American Canyon Storm Water Ordinance

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CERTIFICATION

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, to the best of my knowledge and belief, the information submitted is, true, accurate, and complete.

I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations."



Mark Joseph – City Manager

9-27-05
Date

List of Acronyms and Abbreviations

BMP	Best Management Practice
CEQA	California Environmental Quality Act
CWA	Clean Water Act
DEM	Napa County Department of Environmental Management
DFG	Department of Fish and Game
EIR	Environmental Impact Report
EPA	Environmental Protection Agency
ERP	Enforcement Response Plan
ESC	Erosion and Sediment Control
FONR	Friends of the Napa River
FY	Fiscal Year
MEP	Maximum Extent Practicable
MS4	Municipal Separate Storm Sewer Systems
NCFCWCD	Napa County Flood Control and Water Conservation District
NCSWMP	Napa Countywide Storm Water Management Plan
NOI	Notice of Intent
NPDES	National Pollutant Discharge Elimination System
NRCS	National Resource Conservation Service
RCD	Resource Conservation District
RWQCB	Regional Water Quality Control Board
SFRWQCB	San Francisco Regional Water Quality Control Board
SWMP	Storm Water Management Plan
SWPPP	Storm Water Pollution Prevention Plan
SWRCB	State Water Resources Control Board
TMDL	Total Maximum Daily Load

I. INTRODUCTION

Amendments to the Clean Water Act (CWA) in 1972, and again in 1987, established the requirements for stormwater dischargers to obtain a National Pollutant Discharge Elimination System (NPDES) Permit with the goal of reducing pollutants from stormwater discharges. The initial amendment included discharges from point sources (like industrial discharges and wastewater treatment facilities) while the later amendment addressed non-point sources (surface runoff and groundwater).

In California, the State Water Resources Control Board (SWRCB) oversees the NPDES Program. SWRCB has delegated the responsibility for permit issuance and compliance to the nine Regional Water Quality Control Boards in California. In the Bay Area, the San Francisco Bay Regional Water Quality Control Board (Regional Board) is the authority.

Currently the City of American Canyon holds two NPDES Permits, one Waste Discharge Permit for the discharge of tertiary treated effluent from its wastewater treatment plant and one Municipal Separate Storm Sewer System (MS4) Permit. Although the City was not required to obtain a municipal permit based on population, the City did agree to a municipal permit to allow mass offset of specific pollutants between the City's stormwater and wastewater programs.

At the time of the municipal permit issuance, in January 2000, the option of a Small MS4 General Permit did not exist. NPDES Phase II regulations became effective in March of 2003 and established permit criteria for small MS4's with population centers of 10,000 to 100,000 persons.

The City of American Canyon has been authorized and encouraged by the Regional Board to apply to become a Small MS4 General Permit co-permittee with the Napa Countywide Storm Water Management Plan (NCSWMP). Municipalities included in the NCSWMP are the City of Napa, Town of Yountville, City of Saint Helena, City of Calistoga, Napa County, and soon, the City of American Canyon. American Canyon will be joining the NCSWMP Program in the third year of their five-year program term.

Activities presented in this Stormwater Management Plan (SWMP) included many implementations having joint participation with NCSWMP, as well as implementations that will be unique to the City of American Canyon.

II. ADMINISTRATION, PLANNING, AND FUNDING

NCSWMP refers to the Countywide and Local Programs implemented by the County of Napa, Cities of Napa, Saint Helena, Calistoga, and American Canyon, and the Town of Yountville. Each co-permittee will implement a Local Program and participate with

financial and in-kind services to the County-wide Program. NCSWMP currently uses the existing Napa County Flood Control and Water Conservation District (NCFCWVD) as the governing body for the County-wide Program.

The City of American Canyon will enter into an existing Joint Powers Agreement (JPA) to assist in the funding of the NCSWMP. Financial participation is based on the participating agency's population size /assessed value.

Stormwater Program Management activities conducted by the City of American Canyon are coordinated and managed by the City's Environmental Program Specialist. All stormwater program costs are funded through the City's general fund.

III. COUNTY-WIDE PROGRAM

Program Administration

The NCFCWCD is the lead agency responsible for administering the County-wide Stormwater Management Program. Administrative duties include writing the SWMP and annual reports, coordinating meeting with local programs, and managing the financing of County-wide Program activities through the JPA and contracts with outside agencies and organizations. NCSWMP co-permittees are entering the third year of the program.

Within the County, NCFCWCD has a Stormwater Program Specialist on staff to administer and coordinate the County-wide Program. The Stormwater Program Specialist will also implement many County-wide Program activities.

Refer to the Napa County Stormwater Management Plan, dated December 12, 2003 for program activities and quantifiable targets.

IV. GEOGRAPHIC, HYDROLOGIC, AND LAND USE DESCRIPTION

Incorporated in 1992, the City covers an area of nearly 3.6 square miles and boasts a rapidly growing population of approximately 14,000 residents. The City is bounded geographically by the Napa River to the west, the Eastern Foothills of the Sulphur Springs Mountain Range to the east, the City of Vallejo to the south, and the Napa Airport to the north.

Land uses within the City consist of residential, commercial, industrial, and agricultural uses. The majority use is residential followed by commercial and less than 5 percent agricultural.

The City of American Canyon is located at the southern end of the Napa River Watershed near the confluence with San Pablo Bay. The Napa River is one of the rivers within the San Francisco Bay Basin listed on the State 303(d) list of impaired water bodies and is listed for impairment for nutrients, pathogens, and sedimentation and siltation.

Drainage within American Canyon occurs in a westerly direction. Flows originate in the western slope of the Sulphur Springs Mountains and follow mild slopes (approximately 5 percent range) through the City and into the Napa River. Four watercourses provide drainage through American Canyon and include Walsh Creek, American Canyon Creek, Rio Del Mar, and North Slough. Rio Del Mar is dry for most of the dry season. American Canyon is seasonally dry to Danrose Bridge where it intercepts Walsh Creek flowing year round.

These creeks upstream of development are generally meandering and well defined channels with little vegetation due to the fact that the creeks are dry most of the year. Passing through the developed areas of the City, these creeks are contained in well-defined channels with varying types of developments and encroachments.

The lower reaches of these creeks passing through the City have significant vegetation growing within and along the creek banks. Urban runoff provides a source of year round water to promote the growth of tules, pampas grass, berry vines, brush, and trees.

Soils in this area include Fagan Series and Hambright Series in the hills east of the City and include the Felton Series, Clear Lake Series, Haire Series and Reyes Series throughout the City. All of these soils are classified with C and D hydrologic classifications.

Annual rainfall in the City ranges from 22 inches in the southwestern portion of the City to 25 inches in the higher elevations to the east. Most rainfall occurs during the months from November through April.

The Napa River has been studied in recent years to assist the Regional Board in establishing total daily maximum loads (TMDLs) for specific pollutants found in the waterways. Nutrients, pathogens, and sedimentation are believed to be connected to the declining populations of steelhead trout, coho salmon, and freshwater shrimp. Currently, there are numerous regional efforts working to improve water quality in the Napa River watershed.

V. EXISTING WATERSHED ACTIVITIES

A. Public Education and Outreach

Community Events

Fourth of July

City employees have staffed a booth at the annual Fourth of July community celebration for the past twelve years to provide public education on proper disposal of household hazardous waste and used oil, general recycling practices, composting of yard waste, stormwater quality, water conservation and the City mercury elimination program.

Healthy People/Healthy Planet

This annual event provides public education on a variety of topics including healthy food consumption, our environment, and toxics and pollutant that affect our health. City staff has participated in the past three events with a booth providing public outreach about local programs for recycling and pollution prevention.

Business Outreach

Used Oil Recycling

American Canyon conducts outreach programs to encourage the public to recycle used motor oil. These programs include advertisements in the local newspaper, brochures that are distributed to the public by hand or in utility billings. In addition to curbside oil and filter pickups, the City of American Canyon collects used motor oil and filters at the City corporation yard.

Business Inspections and Outreach

City staff delivers stormwater quality presentations and activities to third grade classes in the City of American Canyon. Presentations include a video entitled, "Where does it all go?," and a model to demonstrate the impacts of pollutants from various sources within the watershed.

This in-school water quality program has been conducted for seven years, commencing prior to the issuance of the City's individual MS4 permit. The program is presented six times annually to different third grade classes within the City, and is attended by approximately 150 children.. The presentation and content of the in-school program has remained relatively unchanged during its existence, focusing on creek environments and the impacts from urban and agricultural pollutants..

B. Public Involvement/Participation

Coastal Cleanup Day

City staff assists volunteers to cleanup trash, litter, and debris from areas along public roads near creeks and waterways. This annual event is coordinated with the coastal and creek cleanup events on the third Saturday in September.

Teen Cleanup Events

City of American Canyon teenage volunteer groups participate in bi-monthly cleanup activities around City facilities including the Community Center, schools, and public building grounds. Teens are recruited through announcements for volunteers placed in the American Canyon Recreation Activities booklet.

C. ILLICIT DISCHARGE DETECTION AND ELIMINATION**Legal Authority**

The City adopted a stormwater ordinance in October 2003. Provisions in the ordinance prohibit non-stormwater discharges, require erosion and sediment controls on construction and building plans, grants authority to require post-construction runoff and treatment controls, protect watercourses, grants authority to inspect and conduct sampling, makes violations unlawful and authorizes enforcement.

Response and Enforcement

The primary responder to reported discharges is the City Public Works Maintenance Supervisor. Secondary response is by the City Code Enforcement Officer. Discharge cleanups are completed immediately by the discharger or by City maintenance crews. When necessary, enforcement is conducted by the Code Enforcement Officer.

Reports of illicit discharges or spill are routed to Public Works during work hours and to the Fire Department after hours. After hours, if not an emergency, then Fire Department notifies Public Works on the following work day. Public Works determines if discharge or spill is hazardous material. Hazardous material cleanup is referred back to the Fire Department who follow hazardous material cleanup procedures. Non-hazardous materials are cleaned up by Public Works maintenance staff and disposed of at the City corporation yard.

Spill and discharge sources are investigated by Public Works and dischargers when identified receive enforcement actions as determined by the City's Code Enforcement Officer.

The City seeks reimbursement from dischargers of all costs associated with the City responding to and cleaning up discharges.

Business Inspections

With the newly created Environmental Program Specialist position filled, the City of American Canyon began conducting business inspections in June 2005. The City had previously explored contracting out business inspection services to Napa County DEM.

Business inspections are conducted for businesses and commercial operations which have NPDES permits, municipal facilities and operations, businesses using and storing toxic and hazardous materials, large commercial centers, and restaurants.

D. CONSTRUCTION SITE RUNOFF CONTROL

Erosion and Sediment Control

The requirement for the use of erosion and sediment controls on construction site began sometime in the early 1990's. Post construction runoff controls were first required in the 1990's also. The use of these controls was put into practice many years ahead of the City's NPDES Municipal Permit.

A storm water ordinance was adopted in the fall of 2003, as a condition of the City's NPDES Municipal Permit. All non-storm water discharges to City and public storm drain facilities are prohibited by the ordinance.

As required by ordinance, all construction and building projects within the City are must provide erosion and sediment controls on drawing submittals prior to permit issuance. Provisions in the ordinance provide authorization to implement water quality programs and conduct inspections.

Planning and Project Review

The City of American Canyon conditions projects to comply with State and local water quality regulations and reviews project drawings to assure water quality objectives are included in the design process. The engineering staff is responsible for the review of civil improvements for all development plans.

Development projects are required to obtain any and all Planning Department/Commission approvals (i.e. use permit, design review permit, etc.) prior to engineering department review of grading or civil improvement plans. As a part of the planning process the engineering department develops standards of approval for the project, which includes conditions for maintaining water quality during and after construction.

Project reviews do not commence until a complete submittal package is received. The City does offer developers the option to submit grading plans as a portion of the entire civil improvement plans or as a grading permit prior to improvement plan approval.

As a part of the review, the engineering department staff review soils reports, drainage reports, grading plans, erosion and sediment control drawings, and at the first set of civil improvement plans. Reviews related to water quality include: prevention of erosion and sedimentation, source control of potential pollutants, control and treatment of runoff, and the protection of wetlands and water quality resources.

Building and grading projects with land disturbances over one acre must also provide proof of submittal of a Notice of Intent for NPDES General Construction Permit coverage and two copies of the Storm Water Pollution Prevention Plan (SWPPP).

Civil improvements are required to be designed in accordance with the City of American Canyon Public Works Department Engineering Standard Plans and Specifications for Public Improvements (Standards) and applicable local ordinances. The Standards do not include specific design and construction standards for erosion and sediment control, construction site runoff controls or post-construction runoff management minimum controls measures. References used by staff include Caltrans Storm Water Quality Handbooks and California Storm Water Best Management Practice Handbooks (March 1993).

Developers are required to obtain all other regulatory permits (Army Corp, Fish and Game, Regional Water Quality Control Board, etc.) prior to issuance of a grading permit.

Required development bonds include costs for the installation of erosion and sediment control BMPs. Once all items on the plan review checklist are completed/submitted, City staff may issue a grading permit.

Inspection and Enforcement

Inspections of construction sites are the responsibility of the engineering department. One inspector is assigned to each project. Inspectors review the plans, specifications and SWPPP. Inspectors are responsible to maintain construction files, which include the SWPPP and related documents.

Pre-construction meetings are held and inspectors discuss SWPPP and related issues with the developer and the contractor. The contractor is required to have a copy of the SWPPP onsite. The contractor is responsible for inspecting construction site runoff controls before and after each storm and for completing the required reports. A copy of the SWPPP and reports must be kept in the contractors trailer and be available to City staff at all times for their review.

Staff inspects all civil improvements, including construction and post construction runoff controls, as they are constructed to ensure compliance with approved plans. The RWQCB Erosion and Sediment Control Manual, 4th edition, is utilized as a reference.

Staff performs a formal inspection of the construction site runoff controls prior to October 15th with the site superintendent. During construction inspectors are onsite every day. Daily routines include inspecting construction site runoff controls. A more detailed inspection of construction site runoff controls is done on a monthly basis.

Written notices of correction are provided to site operators when BMPs are inadequate, failing, or require maintenance. The City has authority to conduct enforcement utilizing notice of violation, the issuance of civil and criminal penalties including fines and/or imprisonment, and recovery of staff costs in correcting the problem and/or pursuing enforcement actions. The City employs a Code Enforcement Officer for gaining compliance on code violations.

Prior to the acceptance of improvements by the City, deficiencies must be corrected in post construction BMPs, temporary BMPs must be removed from the site, and storm drain facilities must be cleaned. The City also conducts a “warranty” inspection prior to the expiration of the improvement warranty period.

At the time of preparation of this document, the compliance of construction sites in American Canyon was 100 percent.

E. POST CONSTRUCTION RUNOFF MANAGEMENT

As mentioned in the Construction Site Runoff Controls section the requirement for the use of erosion and sediment controls and post construction controls began in the early 1990’s. Temporary and permanent source and treatment controls are required by a storm water ordinance, which was adopted in the fall of 2003.

All non-storm water discharges to City and public storm drain facilities are prohibited by the ordinance. As required by ordinance, all construction and building projects within the City are must provide erosion and sediment controls on drawing submittals prior to permit issuance. Provisions in the ordinance provide authorization to implement water quality programs and conduct inspections.

Plan Review Process

Although required for project development, the City Standards do not presently address specific post construction controls or provide guidelines for BMP selection. The City’s plan review process is detailed in the Plan Review Process subsection in the previous section entitled, Construction Site Runoff Control.

The City has been accepting long term maintenance responsibilities for post construction BMPs. Maintenance of post construction BMPs places increasing demand for maintenance on City maintenance staff. Currently, the City maintains 9 detention basins, 4 oil/water separators, and more than 100 fossil filters on over twenty project sites.

During the June 2005, audit of the City’s Storm Water Program, the City was informed that fossil filters are not considered effective treatment control BMPs. The City implemented use of fossil filters in the early 1990’s years ahead of the City’s Municipal Permit. Like many other municipalities, the City believed these to be the MEP at that point in time.

Legal Authority

The City of American Canyon has adopted local regulations authorizing long-term runoff management from new development and redevelopment activities.

F. MUNICIPAL OPERATIONS

Street Sweeping

Street sweeping of City of residential and commercial streets is conducted bi-weekly by contract sweepers. Contract sweepers are required to have attended the sweeping and surface cleaning workshop program offered by the Vallejo Sanitation and Flood Control District.

Storm Drain Maintenance

Storm drain facilities are inspected annually and cleaned as necessary to prevent the transport of sediment and non-storm water discharges to local waterways. City maintenance crews conduct routine channel maintenance. Assistance from contract service workers is utilized for larger sediment removal projects.

City maintenance crew placed storm drain markers on nearly all drainage inlets within the City. City crews maintain legibility of these markers.

Litter Control

Litter cans have provided at City parks and public areas where litter accumulates. Litter pick up occurs weekly. Signs with litter messages have been purchased and will be installed during this permit term.

Pet Waste

Pet waste disposal cans and “mutt mitts” are provided in parks and public areas where pet waste has been problematic or where requested by the public. Mutt mitts and disposal areas are maintained weekly.

Corporation Yard

The City corporation yard provides the public with facilities to dump septic holding tanks, recycle toilets, recycle yard waste materials, and recycle oil and oil filters. Public access is allowed during the corporation yard business hours.

VI. POLLUTANTS OF CONCERN

The current California 303 (d) List and Total Maximum Daily Load (TMDL) Priority Schedule lists the Napa River as a high priority impaired waterbody. Pollutants listed for impairment of the Napa River include:

- Sediment / Siltation – high priority, Source: agriculture, construction/land development, urban runoff/storm sewers.
- Nutrients – medium priority, Source: agriculture
- Pathogens - medium priority, Source: agriculture, construction/land development, urban runoff/storm sewers.

IV. CITY OF AMERICAN CANYON STORM WATER MANAGEMENT PROGRAM

Program Administration

The Public Works Department oversees implementation of the City of American Canyon's Local Program. A full-time Environmental Program Specialist has been hired by the City to help administer and manage the Local Program and participate in NCSWMP and regional activities. The Environmental Program Specialist will spend seventy percent of the position time with the SWMP activities, thirty percent with the Water Conservation Program, and the remaining five percent with the City's Solid Waste Program.

Staffing and Staff Duties

The success of the SWMP requires the resources and coordination of many of the departments within the City. An organization chart for the City has been included in Attachment 1.

Further, Table IV.1 below outlines the stormwater activities and the City department responsible for the implementation.

Table IV.1 – Program Activity Assignments

Department / Position	Staff Duties
Public Works Department	Administration and Coordination
	Public Education and Outreach Public Officials Website Community Events School Program Business Outreach
Public Works Maintenance	Illicit Discharge Detection and Elimination Storm Drain System Mapping Spill Response – Investigations Enforcement – Non-hazardous Materials Wet Weather Monitoring Public Involvement and Participation Creek Cleanup Event Recycling oil and filters Municipal Operations Street Sweeping Storm Drain Maintenance Litter control Corporation Yards Road Maintenance Utility Maintenance

	Parks and Recreation Maintenance Creek and Ditch Maintenance Other Municipal Activities
Engineering Division	Construction Site Runoff Project Conditioning Plan Review Process Inspection Program Enforcement Program
	Post-Construction Runoff Management Develop Design Standards Plan Review Process Operations and Maintenance Enforcement Program
City Fire Department	Illicit Discharge Detection and Elimination Spill Response
Waste Water Treatment Plant	Public Education and Outreach Plant Tours

Program Structure

Public Education and Outreach – The City of American Canyon will continue many of their current outreach activities. City staff will work with the County-wide Program to extend public education and outreach throughout the City and the Napa River Watershed. The City Council will be briefed no less than once a year, at a public meeting, on the status of the SWMP.

Public Involvement/Participation –The development and revision of ordinances, policies, and best management practices will include public participation. City staff will continue to provide public participation events to improve water quality in American Canyon.

Illicit Discharge Detection and Elimination – The City Fire Department currently takes the lead in responding to hazardous spills with support from the Department of Public Works for cleanup when required. The City seeks to hire a hazardous materials response team outside of City staff.

Construction Site Runoff Control and Post-Construction Stormwater Management in New Development and Redevelopment – The City will review current ordinances and practices that were established to meet previous NPDES Permit requirements. The City will modify or develop additional practices and regulations to meet Phase II Permit requirements and, where feasible, continuity with the NCSWMP guidelines.

Pollution Prevention/Good Housekeeping Municipal Operations – The City of American Canyon will develop a Stormwater Pollution Prevention Plan (SWPPP) for municipal operations. At minimum the SWPPP will address building maintenance, street maintenance, storm drain maintenance, underground maintenance, potable water distribution, park maintenance and recreational activities.

Local Ordinance

The City of American Canyon adopted a stormwater ordinance in the fall of 2003. The ordinance prohibits the discharge of pollutants and non-stormwater discharges. Included in the ordinance is the requirement for use of erosion and sediment control BMPs on project sites and escalating enforcement provisions. The stormwater ordinance will be reviewed and modified to address Phase II requirements, and to improve continuity with County-wide Program guidance. Refer to **Appendix A** for a copy of the City's stormwater ordinance.

Financing

Currently, the Stormwater Program is funded by the City's general fund and Measure A tax revenues. Participation in the NCSWMP will broaden the funding sources to include funding by Watershed Assessment District and the JPA.

Implementation

Implementation of the Stormwater Management Program (SWMP) is conducted through six program elements: Public Education and Outreach, Public Involvement/Participation, Illicit Discharge Detection and Elimination, Construction Site Runoff Control, Post-Construction Runoff Management, and Municipal Operations.

The City of American Canyon plans to participate in each of the NCSWMP implementations and conduct the Local Program implementations except where the implementation has been completed or modified by the City of American Canyon. The implementation plan for each program element and the implementing agency is presented in **Appendix B** Tables 2-7, providing a description, schedule, quantifiable targets and evaluation tools, pollutants and target audiences, and the implementer for each activity. The City of American Canyon implementations have been inserted into the NCSWMP activities and implementations that are unique to the City or modify the NCSWMP implementations or Local activities designate the City of American Canyon, solely, as the implementer.

Evaluating the effectiveness of each of the implementations as well as the overall program effectiveness is necessary to improving the water quality within the Napa River watershed. Evaluation measures are listed in the implementation tables.

Performance measures (P) are intended to describe the level of effort and involve enumeration of activities or the number or percentage of participation in a Program activity. Examples of performance measures include the number of public events attended, training sessions conducted, and number of construction sites inspected. This

information is used to plan and schedule the resources required to implement the Program activities.

Effectiveness measures (E) provide assessments of the degree to which activities reduce pollutants to the maximum extent practicable (MEP). This information is used to focus and modify activities to maximize environmental benefits. Effectiveness measures include quantifying the effectiveness of a particular effort; for example, the percentage of construction sites in compliance with water quality laws. In some cases, effectiveness measures can be used to directly assess an activities environmental benefit. For example measuring the amount of pollutants removed by a street sweeping is a measure of pollutants that would have otherwise been discharged downstream to a local creek.

The results of these effectiveness evaluations, including performance and effectiveness measures, will be provided in the Annual Progress Reports, submitted each September to the Regional Board. Annual Progress Reports will quantify the previous fiscal year's efforts, including BMPs and tasks implemented and the performance and effectiveness measures of each activity. This annual evaluation will assess how well the SWMP goals were achieved and whether the measurable goals were accomplished. Activities and specific BMPs may also be modified, added, or deleted as needed to meet Program Element goals.

A. PUBLIC EDUCATION AND OUTREACH ELEMENT

Element Overview

The foundation of the Stormwater Management Program (SWMP) is the education of residents and businesses within the watershed. Public Education and Outreach Element serves two purposes: (1) generate awareness of stormwater pollution prevention by educating people about the storm drain system and its relationship to the health of local waterways; and; (2) change in human behavior through education and encouragement of active participation in water pollution prevention. Targeted outreach audiences include local business and industry, developers, residents, public officials, and municipal staff. Table 2 provides an overview of the Public Education and Outreach Element and its activities.

Outreach activities in NCSWMP have been grouped into seven categories:

- Characterize the general public
- Outreach to local government officials
- Stormwater website
- Community events
- Business outreach
- Outreach to general public
- Outreach to schools

Some municipal staff activities are highly visible in the community and are ideal for partnership with community efforts. Coordinating efforts between the Public Outreach

and the Municipal Operations Elements provides the public with access to experienced municipal staff that can provide education, resource material, and role modeling.

Strategy

Culture relationships and partnerships with City and County departments, business community, neighborhood groups, environmental organizations, schools, and other interested groups to promote key messages and expand resources; provide educational tools for the next generation to understand stormwater issues and make informed decisions on how to best protect the environment; involve public officials in outreach efforts; and seek opportunities to effectively and efficiently share information and resources with other organizations to conduct regional outreach.

Activity	Description	Objective
Characterize the General Public	Characterize age, language spoken, and concentration for target audience.	Use NCSWMP developed characterization data.
Outreach to Local Officials	Outreach activities designed to educate public officials and agency manager about the impacts of stormwater pollution on local waterways.	Increase awareness, thereby encouraging behavioral change and acceptance of environmental stewardship.
Stormwater Website	Develop and maintain a stormwater website.	Provide information on the NCSWMP program, pollution prevention practices, and reporting illicit discharges.
Community Events	Staff a booth at community events with activities, surveys, and outreach materials on stormwater pollution issues.	Increase awareness, thereby encouraging behavioral change and acceptance of environmental stewardship.
Outreach to General Public	Provide information on pollution prevention practices, household hazardous waste disposal, and used oil recycling.	Promote the use of BMPs and proper disposal of household hazardous waste and oil.
Outreach to Schools	Outreach activities designed to educate children about the impacts of stormwater pollution on local waterways.	Increase awareness, thereby encouraging behavioral change and acceptance of environmental stewardship.
Business Outreach	Provide specific pollution prevention education materials to target businesses.	Education businesses on ways to reduce and control polluted runoff from commercial activities.

Pollutants Addressed

Sediment nutrients, pathogens, metals, pesticides, vehicle waste products, organic carbon, oil and grease, and various non-stormwater discharges.

Activities/Best Management Practices**Public Surveys**

County-wide Program efforts have conducted surveys and characterized the public in terms of age language spoken and concentration. Outreach materials for the County-wide Program are developed and distributed based on survey results. The City of American Canyon plans to participate in County-wide Program efforts to conduct future public surveys.

Outreach to Local Officials

Outreach was conducted to City of American Canyon officials when the City's stormwater management plan was prepared in 2000. With the exception of requests for additional stormwater program resources, no additional program outreach has been conducted.

An annual SWMP progress report will be presented to City of American Canyon officials, including the City council members, the City Manager, and the Director of Public Works. The report will include a list and description of the past years accomplishments and future goals.

Stormwater Website

The City of American Canyon has a website that has information available to the community on topics including creek clean-up event, engineering standard plans and specifications, mercury elimination, street sweeping, use oil recycling, water conservation, and water quality reports.

The City will participate in the Countywide efforts to create public information for website viewing. Links to the NCSWMP website will be added.

Community Events

City staff provides outreach to the public at two local community events to educate citizens on stormwater pollution prevention. Outreach at the Healthy People Healthy Planet and City Fourth of July events includes distribution of information on mercury elimination, water conservation, pollution prevention, recycling, and hazardous material disposal. A survey assessing resident's knowledge of local stormwater education efforts is given to willing participants.

The City owns a "diorama", a model which demonstrates the impacts of typical urban pollution sources on local waterways and will conduct demonstrations at these two annual events.

American Canyon will participate with the Countywide program to distribute materials, conduct activities and demonstrations, and develop and distribute educational materials.

Stormwater Classroom Presentations

Six classroom presentations are conducted annually by the City of American Canyon. Program materials target third grade children and teach basic principles of pollution prevention and pollution impacts on local waterways. Six annual presentations are planned for the new permit term.

Napa County RCD has developed a curriculum for fifth grade level children. City staff will review the RCD school program for additional activities or messages that would be appropriate to share with the third grade students.

Business Outreach

The Napa Countywide program has developed and distributed educational materials that provide information on local regulations and specific pollution control measures to businesses during routine business inspections.

The City of American Canyon will conduct outreach to businesses by mailing information to targeted business, and provide educational materials to businesses being inspected by the City's water quality business inspectors. The City will review the NCSWMP business education materials for possible use.

Effectiveness Evaluation

In an effort to provide continuity with the County-wide Program the City will adopt many of the performance and effectiveness measures used by the County-wide Program. Implementations listed in Table 2 include the planned performance and effectiveness measures.

B. PUBLIC INVOLVEMENT/PARTICIPATION ELEMENT

Element Overview

Involvement in program activities and input by citizens, business groups, environmental groups, and elected officials improves the success of stormwater programs. The objective of this element is to: (1) raise public awareness about stormwater runoff and pollutants that are transported by runoff and; (2) involve the public in the development and implementation process to anchor public support for water quality protection efforts.

The County-wide Program implementations are grouped into five categories:

- Public Comment on the SWMP
- Storm Drain Stenciling
- Coast and Creek Cleanup Day
- Watershed Stewardship
- Water Quality Monitoring

Strategy

Volunteers play a key role in the implementation of the SWMP. They share important information about pollution prevention and stormwater runoff and create a sense of community while assisting in improving water quality within the watershed. The City of American Canyon will provide public participation opportunities in three of the five categories listed above. The remaining two categories Water Quality Monitoring and Storm Drain Stenciling have either been completed or are done by the City's staff.

Activity	Description	Objective
Public Comments on the SWMP	Invite public to comment on the SWMP	Encourage participation from the public regarding the development and implementation of the SWMP
Coast and Creek Cleanup Day	Promote and facilitate creek cleanup events	Increase awareness, thereby encouraging behavioral change and acceptance of environmental stewardship.
Watershed Stewardship	Promote and facilitate watershed stewardship groups.	Increase awareness, thereby encouraging behavioral change and acceptance of environmental stewardship.
Teen Cleanup Events	Promote teen involvement in improving water quality and the environment.	Increase awareness, thereby encouraging behavioral change and acceptance of environmental stewardship.

Water quality monitoring is currently being performed by City staff. Wet weather turbidity monitoring is conducted at five locations within the City. Wet weather turbidity monitoring is proposed again in the first and final years of the Local Program. The City will participate in County-wide Program efforts to conduct water quality monitoring in the Napa River watershed. No volunteer participation is anticipated.

The City is unaware of any proposed watershed stewardship interests in American Canyon. As a participant in the County-wide Program the City will support and facilitate interested stewardship groups.

Pollutants Addressed

Sediment, nutrients, pathogens, metals, pesticides, vehicle waste products, organic carbon, oil and grease, and various non-stormwater discharges.

Activities/Best Management Practices**Public Comment on the SWMP**

Provide an opportunity for business, industry, environmental and other public interest groups, and the general public to comment on and participate in the development and implementation of the SWMP.

Storm Drain Stenciling

Storm drain stenciling was completed during the past permit term. Currently, during routine maintenance, City maintenance crews place plastic markers at inlets where stenciling has faded. The City will support County-wide Program efforts to solicit and distribute information to volunteers.

Coast and Creek Cleanup Day

City of American Canyon will support State-wide coast and creek cleanup efforts by continuing to coordinate local cleanup day with the State scheduled events. City crews will continue to assist volunteers in the collection and disposal of collected trash and debris. Cleanup Day is scheduled annually for the third Saturday of September.

Watershed Stewardship

Participate in County-wide Program efforts to promote and facilitate watershed stewardship groups in Napa County.

Teen Cleanup Events

City of American Canyon teenage volunteer groups participate in bi-monthly cleanup activities around City facilities including the Community Center, schools, and public building grounds. Teens are recruited through announcements for volunteers placed in the American Canyon Recreation Activities booklet.

Effectiveness Evaluation

In an effort to provide continuity with the County-wide Program the City will adopt many of the performance and effectiveness measures. Implementations listed in Table 3 include the planned performance and effectiveness measures.

C. ILLICIT DISCHARGE DETECTION AND ELIMINATION ELEMENT**Element Overview**

The goal of this element is the prevention of pouring, dumping, discharging, or spilling of pollutants into the municipal drainage system. A spill response plan prevents pollutants from reaching the Waters of the State. Achieving the goal of this element depends on the coordinated efforts of many municipal departments and other agencies, the Public Education and Outreach Element, maintenance staff, code enforcement officers, and fire departments to assist in preventing, identifying, and correcting illegal discharges. The

public also plays an important role in identifying and reporting incidents of spills and illegal dumping.

Strategy

Coordinate with the Public Education and Outreach Element and other agencies to educate the public and business sectors about proper waste disposal alternatives. Develop guidance and enforcement policies for the application of City and County Stormwater Ordinances. Maintain adequate measures for reporting spills, spill response, investigation, and cleanup. Continue to keep records of reported discharges, cleanup, and enforcement actions.

Activity	Description	Objective
Legal Authority	Develop and adopt an ordinance	Prohibit illicit discharges to the storm drain system.
Spill Response Structure	Reporting and responding to spills and prohibited discharges to the storm drain system using efficient procedures.	Help the public and other agencies to report, contain, or clean up illegal discharges, and assist Program staff to identify, eliminate, and prevent prohibited discharges.
Storm Drain System Mapping	Develop a map of the storm drain system.	Use map to detect and/or track illicit discharge.
Business Outreach	Include stormwater inspection with routine inspections of businesses.	Educate the business community on stormwater pollution prevention and the proper use of BMPs to achieve compliance.

Pollutants Addressed

Sediment, waste oil, paint, concrete, trash, leaves, grease, oil, and other non-stormwater discharges.

Activities/Best Management Practices

Legal Authority

The City of American Canyon adopted a stormwater ordinance in the fall of 2003. Authority is granted to conduct escalating enforcement for violations of the prohibition of non-stormwater discharges. This ordinance will be reviewed for compliance with Phase II Permit requirements and for continuity with the County-wide ordinance recommendations.

Spill Response Structure

Procedures for spill response have been developed and adopted by the City of American Canyon. The City is seeking to contract emergency spill response services to improve the spill response effectiveness.

The City will participate in the County-wide Program training of agency staff to recognize illicit discharges, procedures for responding to and cleaning up illicit discharges. Additionally, materials developed by the County-wide Program will be distributed to violators to provide education on the proper use of BMPs to reduce stormwater pollution.

Storm Drain System Mapping

The City of American Canyon delayed the implementation of the storm drain mapping during the last NPDES Permit term in order to participate in the development of a storm drain system mapping that will interface with the GIS capabilities of Napa County. Mapping of the City storm drain system will be completed in Fiscal Year 2005/2006.

Business Outreach

Outreach to businesses will be conducted through routine inspections and distribution of newsletters. Stormwater inspections will be conducted by the City's Environmental Program Specialist. Inspections will include an explanation of current stormwater laws, distribution of educational materials on appropriate BMPs for pollutant reduction, and advising businesses of possible solutions to achieve compliance if current practices do not achieve MEP.

Business and industry specific educational materials will be distributed to businesses to be inspected during fiscal years 2005-2006 and 2007-2008. Education is anticipated to be the primary tool to gain compliance during these years. Education will be supplemented with other enforcement procedures until compliance is gained.

Subsequent to the two year business education period, knowledge of regulations and pollution prevention practices will be presumed and enforcement will be the primary action to gain compliance.

Effectiveness Evaluation

In an effort to provide continuity with the County-wide Program the City will adopt many of the performance and effectiveness measures. Implementations listed in Table 4 include the planned performance and effectiveness measures.

D. CONSTRUCTION SITE RUNOFF CONTROL ELEMENT

Element Overview

The goal of the Construct Site Runoff Control Element is to reduce the discharge of stormwater pollutants to the maximum extent practicable (MEP) by: (1) requiring construction sites to reduce sediment in site runoff; and (2) requiring construction sites to reduce other pollutants through good housekeeping practices and waste management.

Activities supporting the goal of this element include adopting and enforcing an erosion and sediment control ordinance, developing and maintaining standards for erosion and sediment control (ESC), and conducting outreach activities and site inspections. Table 5 provides an overview of these activities.

Develop reviews and approval will continue to include reviewing California Environmental Quality Act (CEQA) documents and applying standard conditions during the entitlement process. Design and construction standards will be based on implementing the best management practices (BMPs) to reduce pollution in stormwater runoff to the maximum extent possible (MEP).

Outreach material will be developed to assist the development community and municipal project managers about the State General Construction Permit and maintaining compliance with this permit.

Strategy

Review the stormwater ordinance for compliance with NPDES Phase II requirements. Continue to condition projects for water quality improvements and implementations, and review project improvement plans for adequate temporary and permanent BMPs to reduce or eliminate pollution from construction activities. Continue inspection of construction sites for compliance with State and local water quality regulations.

Work with the County-wide Program to develop policies, procedures, checklists, training, and outreach materials to support inspection efforts in Napa County and the City.

Activity	Description	Objective
Legal Authority	Review City ordinances for acceptable erosion, sediment, and pollution controls.	Ensure that current regulations and new technology are incorporated and can be effectively implemented.
Outreach and Education	Informal and formal outreach to the development community and municipal staff about current regulations; changes in requirements; and new	Educate and help the development community and municipal staff to comply with local and state requirements.

	technology, practices, and control measures.	
Plan Review Process	Evaluate and revise erosion, sediment, and pollution control standards and specifications as necessary.	Ensure that standards are base on the latest technology and practices.
Inspection	Enforcement of ordinances, standards, and site inspections.	Enforce ordinances and standards relating to erosion, sediments, and pollution control.

Pollutants Addressed

Sediment, nutrients, pathogens, paints, concrete waste, stucco, litter, and other construction site pollutants.

Activities/Best Management Practices

Legal Authority

The City of American Canyon adopted a stormwater ordinance in the fall of 2003. Provisions in the ordinance prohibit non-stormwater discharges to the City's storm drain system and authorizes City staff to conduct enforcement through penalties, fines, and if necessary imprisonment. Ordinance provisions require erosion and sediment control plans for development projects and proof of Notice of Intent to comply with the State General Construction Permit prior to issuing a permit to develop.

Outreach and Education

The City will participate with the Napa County-wide program to develop educational and guidance materials to increase the awareness of the construction and development community on State and local regulations. Information on best management practices to maintain compliance with these regulations will also be included.

Outreach will be conducted to the private development community as well as to municipal staff. Outreach materials may include training information, checklists, regulations, pre-construction meetings, and handout materials.

Plan Review Process

City of American Canyon Planning Department staff conditions development and building projects for water quality improvements in accordance with CEQA and NEPA. Project conditions include both temporary BMPs used during construction and permanent BMPs for improving water quality long term. Planning staff will continue to condition projects for water quality improvements and practices. Design review staff will continue to review projects for adequate planned BMPs for controlling construction pollutants.

Construction Inspection

Construction sites in American Canyon will continue to be inspected for adequate and proper installation and maintenance of construction site BMPs.

The City stormwater program staff will coordinate with the County-wide Program staff to develop and refine checklists and outreach materials, and to strive for continuity in construction site inspections Countywide.

Rather than develop new training materials, the City will utilize the training materials and curricula developed by NCSWMP to ensure that inspectors understand stormwater regulations and use of BMP's to reduce or eliminate non-SW discharges.

Effectiveness Evaluation

The effectiveness of the Construction Site Runoff Element will be based on the quality of the ESC plans submitted, the level of contractor compliance, and the adequacy of public agency procedures for plan check and inspection.

Performance and Effectiveness Measures

In an effort to provide continuity with the County-wide Program the City will adopt many of the performance and effectiveness measures. Implementations listed in Table 5 include the planned performance and effectiveness measures.

E. POST-CONSTRUCTION RUNOFF MANAGEMENT ELEMENT

Element Overview

The goal of the Post-construction Element is to improve the water quality in local waterways by reducing the discharge of pollutants exposed to stormwater that result from new development and redevelopment projects. Generally, development may increase the total impervious surface area resulting in increased surface runoff and increased pollutant load to local waterways.

Through local regulation, development conditions, and outreach efforts post-construction on development and redevelopment projects will provide a long-term approach to reducing runoff and improving water quality in Napa County and the City.

The City of American Canyon meets the Small MS4 Permit definition of a “high growth” area and is subject to the requirements of Attachment 4 in the Permit.

Strategy

Adopt local regulations and design standards to require the implementation of structural and non-structural controls for new development and redevelopment projects. Provide outreach and guidance to the development community and municipal staff on regional and onsite source and treatment control requirements. Develop procedures for reviewing, installing, maintaining, and inspecting post-construction controls.

Activity	Description	Objective
Legal Authority	Develop and adopt an ordinance.	Required long-term runoff management for development and redevelopment over 1 acre.
Plan Review Process	Review and revision of manuals and standards, as needed, to provide effective post-construction control measures.	Ensure that new regulations and technology are incorporated and can be effectively implemented.
BMP Maintenance	Development and implementation of maintenance protocols; and updating and maintenance of record keeping and data management procedures.	Ensure adequate long term operation and maintenance of BMPs.
Outreach	Hold public workshops; developed brochures, and other outreach materials.	Help the community, understand the requirements and provide guidance.

Pollutants

Sediment, nutrients, pathogens, pesticides, vehicle waste products, metals, organic carbon, oil, and grease.

Activities/Best Management Practices

Legal Authority

NCSWMP partners will develop and adopt an ordinance requiring the implementation of structural and/or nonstructural runoff controls for new development and redevelopment projects over one acre in size. The City of American Canyon will review the City's ordinance for compliance with permit requirements and continuity with the guidance developed by the County-wide Program. The ordinance will be modified if recommendations warrant.

Plan Review Process

The City will continue to condition development projects to provide post-construction practices. Currently, there are no post construction standards or guidance documents available. The City requires post-construction devices on development projects on a case by case basis. City staff will participate with the County-wide Program to develop appropriate development standards.

BMP Maintenance

In participation with the County-wide program the City will develop and implement protocols for regional and onsite post-construction measures, and develop an inspection program to assure long term maintenance of BMPs. The City has been accepting the responsibility for inspection and maintenance of these post-construction devices once the

project improvements received final construction inspection and improvements are “accepted” by the City.

As post construction BMP are implemented City wide, maintenance demands are increasingly placed on the City. The City will be developing a policy on operations and maintenance of post construction controls.

The City learned during their June 2005 audit of the Storm Water Program that fossil filters have limited effectiveness in removing pollutants from urban stormwater runoff due to the nature of their design. Engineering department staff has already discontinued the use of fossil filters and is reviewing the use of oil/water separators.

The City proposes to discontinue maintenance of BMPs which are not effective in their use. City maintenance crews and engineering staff will conduct an evaluation of post construction controls to determine which of the fossil filters would be beneficial to continue to maintain.

City staff will develop and maintain record keeping and data management procedures for tracking locations and maintenance of regional control measures.

Outreach

Outreach materials for use in American Canyon will be developed with the County-wide Program and shared with the development community through workshops, presentations at professional organizations, newsletters, and website.

Effectiveness Evaluation

The effectiveness of the New Development Element will be based on whether on-site and regional stormwater quality control measures have been designed, constructed, and maintained according to the developed criteria. Maintenance records, inspection records, and visual monitoring will provide verification that the control measures are working. Literature reviews will be used to develop and revise selection requirements, design criteria, and maintenance protocols.

Performance and Effectiveness Measures

In an effort to provide continuity with the County-wide Program the City will adopt many of the performance and effectiveness measures. Implementations listed in Table 6 include the planned performance and effectiveness measures.

F. MUNICIPAL OPERATIONS ELEMENT

Element Overview

The goal of the Municipal Operations Element is to implement BMPs to reduce the discharges of pollutants from municipal facilities and activities could be transported by runoff to local creeks and waterways.

Strategy

Inventory and conduct surveys of municipal facilities and operations that have the potential to pollute stormwater and urban runoff. Develop training, procedures, and/or structural control measures. Maintain the awareness of municipal staff and administrators through training and outreach materials.

Presently, the City of American Canyon conducts several municipal activities which contribute to the reduction of pollutants transported by stormwater runoff. These activities will be continued and reviewed for improvement by participating in the County-wide Program municipal operations development of protocols for inspection of municipal facilities and activities, training materials, BMPs, and fact sheets.

Improvements will be made to the City's corporation yard beginning in the Spring of 2006. The City will review the corporation yard improvement plans and make recommendations to the design engineers for the construction of source control and treatment control measures and other best management practices for reducing pollutants from the corporation yard.

Activity	Description	Objective
Street Sweeping	Perform routine street sweeping activities.	Remove litter and sediment from streets.
Storm Drain Maintenance	Perform routine maintenance of storm drain facilities.	Remove litter and sediment from storm drains.
Litter Control	Provide litter receptacles and collection in public locations.	Ensure that public areas are litter free.
Corporation Yards	Prepare a SWPPP and implement BMPs and good housekeeping practices at corporation yards.	Increase staff awareness of the need to protect stormwater quality and knowledge of appropriate control measures.
Road Maintenance	Incorporate BMPs into operating procedures and train staff.	Increase staff awareness of the need to protect stormwater quality and knowledge of appropriate control measures.
Creek and Ditch Maintenance	Incorporate BMPs into operating procedures and train staff.	Increase staff awareness of the need to protect stormwater quality and knowledge of appropriate control measures.

Parks, Recreation, and Landscape Maintenance	Incorporate BMPs into operating procedures and train staff.	Increase staff awareness of the need to protect stormwater quality and knowledge of appropriate control measures.
Other Activities	Hold public workshops; developed brochures, and other outreach materials.	Increase staff awareness of the need to protect stormwater quality and knowledge of appropriate control measures.

Pollutants Addressed

Sediment, nutrients, pathogens, pesticides, vehicle waste products, metals, organic carbon, oil and grease, paints, concrete, fuels, automotive fluids, litter, mercury, other corporation yard pollutants.

Activities/Best Management Practices

Street Sweeping

Continue street sweeping program and evaluate alternative equipment and sweeping schedules to optimize pollutant removal.

Storm Drain Facilities

City maintenance staff will continue to conduct scheduled annual cleaning and maintenance of the City's storm drain facilities including inlets, pipes, channels and post construction controls.

The City has been accepting long-term maintenance responsibilities for post construction BMPs. Maintenance of post construction BMPs places increasing demand for maintenance on City maintenance staff. Currently, the City maintains 9 detention basins, 4 oil/water separators, and more than 100 fossil filters on over twenty project sites.

The City learned during their June 2005 audit of the Storm Water Program that fossil filters have limited effectiveness in removing pollutants from urban stormwater runoff due to the nature of their design.

The City proposes to discontinue maintenance of post construction BMPs which are not effective in their use (fossil filters). City maintenance crews and engineering staff will conduct an evaluation of post construction controls to determine which of the fossil filters would be beneficial to continue to maintain.

City maintenance staff plans to continue to contract out larger sediment removal activities from the main drainage channels. Develop installation and maintenance protocols for storm drain inlet markers. Install and maintain markers according to the developed protocol.

Litter control

Continue to facilitate the annual fall coastal cleanup day conducted by the City and coordinated with State coast and creek cleanup activities. Continue to provide waste containers and garbage pickup in public areas prone to littering.

Corporation Yard

City maintenance staff will develop a storm water pollution prevention plan for the City's corporation yard. Improvements to the corporation yard are planned during the permit term. Post construction controls will be incorporated into the new site design.

Maintenance Activities

Review maintenance procedures and activities to improve the reduction of pollutants generated by the municipal operation. Train all municipal staff on existing and revised procedures and activities.

Creek Cleaning

City maintenance staff supervises temporary maintenance staff to clean all creeks other than Walsh Creek and Rio Del Mar.

Parks, Recreation, and Landscape Maintenance

Continue providing waste containers at local parks and servicing parks with "mutt mitt" materials for animal waste care by pet owners. Inventory maintenance operations to improve reduce pollution from sources such as erosion, excess irrigation runoff, fertilizer, and herbicide applications. Train maintenance staff on new and revised procedures.

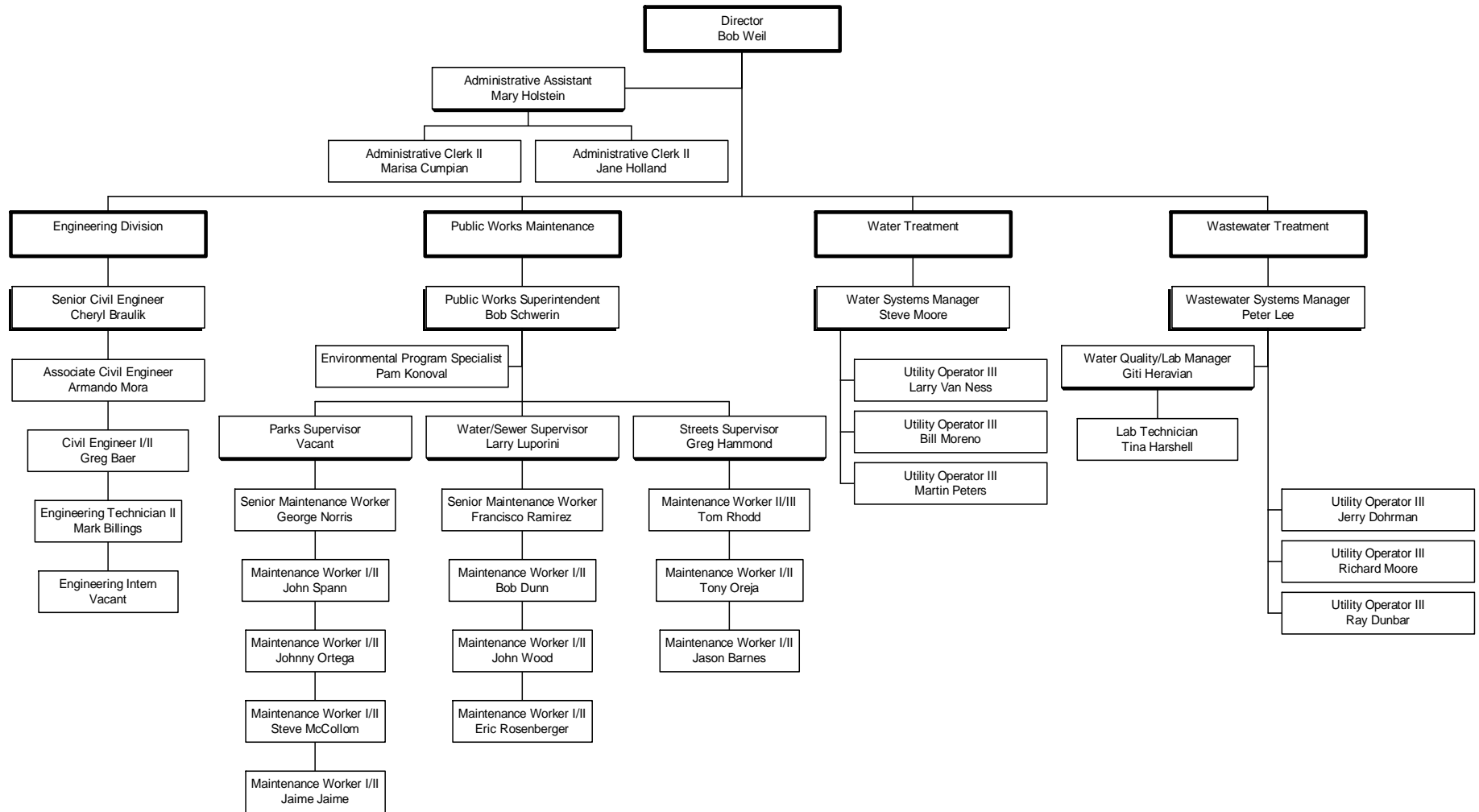
Effectiveness Evaluation

Effectiveness of the Municipal Operations Element is dependent upon adequate review of activities, training, resources, and management support of pollution reduction efforts.

Performance and Effectiveness Measures

In an effort to provide continuity with the County-wide Program the City will adopt many of the performance and effectiveness measures. Implementations listed in Table 7 include the planned performance and effectiveness measures.

City of American Canyon Public Works Organization Chart 2005



Attachment 1

APPENDIX A

CITY OF AMERICAN CANYON STORMWATER ORDINANCE

ORDINANCE NO. 2003-08

**AN ORDINANCE OF THE CITY OF AMERICAN CANYON
ESTABLISHING A STORMWATER AND POLLUTION
DISCHARGE CONTROL PROGRAM**

WHEREAS, the City of American Canyon ("City") was granted a National Pollutant Discharge Elimination System (NPDES) Permit in January 2000 to discharge stormwater runoff from storm drains and watercourses that it owns and/or operates; and

WHEREAS, the terms of the Permit require the City to adopt and enforce an ordinance to prevent and reduce pollutants in stormwater and protect the natural function of the watercourse; and

WHEREAS, the City wishes to establish a Stormwater Management and Discharge Control Program;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON DOES HEREBY ORDAIN THE FOLLOWING:

SECTION 1. Title.

This chapter shall be known as the "City of American Canyon Stormwater Management and Discharge Control Program" and may be so cited.

SECTION 2. Purpose and Intent.

The purpose of this chapter is to ensure the future health, safety, and general welfare of the City of American Canyon citizens by:

- A. Minimizing discharges other than storm runoff to storm drains or watercourses.
- B. Controlling the discharge to storm drains or watercourses from spills, dumping or disposal of materials other than rain water.
- C. Reducing pollutants in stormwater discharges to the maximum extent practicable.

The intent of this chapter is to protect and enhance the water quality of the State's, and the Nation's watercourses, water bodies and wetlands in a manner pursuant to and consistent with the Clean Water Act.

SECTION 3. Definitions.

For the purpose of this chapter, unless otherwise apparent from the context, words and phrases set forth in this section shall have the following meanings:

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A. "Authorized Enforcement Official" means the following City officials: Director of Public Works, Planning Director, Associate Planner, Building Inspector, Fire Chief, Public Works Superintendent and Public Works Supervisor.

B. "Best Management Practices (BMPs)" means schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly into the waters of the United States. BMPs also include treatment requirements, operating procedures and practices to control plant site runoff, spillage or leaks, sludge or waste recycling or disposal, or drainage from raw material storage.

C. "Discharge" means any addition of any pollutant to navigable waters from any point source, or any addition of any pollutant to the waters of the contiguous zone or the ocean from any point source other than a vessel or other floating craft.

D. "Illicit connection" means any device or method which conveys nonstormwater discharge.

E. "Illicit discharge" means any discharge to storm drains that is not composed entirely of stormwater except discharges pursuant to a National Pollutant Discharge Elimination System (NPDES) permit and discharges resulting from fire fighting activities.

F. "Nonstormwater discharge" means any discharge that is not entirely composed of stormwater.

G. "Pollutant" means shall mean dredged soil, solid waste, incinerator residue, sewage, garbage, sewage sludge, munitions, chemical wastes, biological materials, radioactive materials, wrecked or discarded equipment, rock, sand, cellar dirt, and industrial, municipal, and agricultural waste discharged into water.

H. "Premises" means any building, lot parcel, real estate, or land or portion of land whether improved or unimproved, including adjacent sidewalks and parking strips.

I. "Storm drains" includes, but is not limited to, those stormwater drainage conveyance facilities within the City, both public and private, by which stormwater may be conveyed to the waters of the United States, including any roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels or storm drains, which are not part of a publicly owned treated works (POTW) as defined at 40 CFR 122.2.

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J. "Stormwater of storm runoff" means stormwater runoff, snow melt runoff, and surface runoff and drainage.

K. "Watercourse" means a stream of water usually flowing in a definite channel having a bed and sides, or banks, and discharging itself into some other stream or body of water. It is unnecessary for a watercourse be exclusively the work of nature.

L. "All other terms used in this chapter shall have the same meaning as defined in the Federal clean Water Act (33 U.S.C. 1251 et seq.), as amended, and the regulations for the stormwater discharge program issued by the Environmental Protection Agency on November 16, 1991, as amended.

SECTION 4. Discharge of Pollutants.

A. The discharge of nonstormwater discharges to storm drains is prohibited. All discharges of material other than stormwater must be made in compliance with a National Pollutant Discharge Elimination System (NPDES) permit issued for the discharge. A discharger operating under a NPDES permit issued to the discharger and administered by the State of California under authority of the United States Environmental Protection Agency must comply with all requirements of the permit and other applicable laws or regulations.

B. Discharges from the following activities, when properly managed, will not be considered a source of pollutants to the waters of the United States: water line flushing and other discharges from potable water sources, landscape irrigation and lawn watering, irrigation water, diverted stream flows, rising groundwater, infiltration to storm drains, uncontaminated pumped ground water, foundation and footing drains, water from crawl space pumps, air conditioning condensation, springs, individual residential car washing, flows from riparian habitats and wetlands, dechlorinated swimming pool discharges, flows from fire fighting, or permitted use of reclaimed water.

SECTION 5. Discharge in Violation of Permit.

No person shall cause a discharge that would result in, or contribute to, a violation of NPDES Permit No. CA S612007, a copy of which is in the office of the City Clerk, either separately considered, or combined with other discharges. Liability for any such discharge shall be the responsibility of the person(s) so causing or responsible for the discharge, and such persons shall defend, indemnify and hold harmless the City in any administrative or judicial enforcement action relating to such discharge.

SECTION 6. Reduction of Pollutants in Urban Runoff.

Any person engaged in activities which will, or may result in, pollutants entering the storm drains, shall undertake all practicable measures to cease such activities, and/or eliminate or reduce such pollutants.

SECTION 7. Parking Lots and Similar Structures.

Persons owning or operating a parking lot, gas station tarmac, or similar structure shall clean those structures as frequently and thoroughly as practicable in a manner that does not result in discharge of pollutants to the City storm drains.

SECTION 8. Construction.

A. All construction plans and applications for building permits shall consider the potential for erosion and sedimentation at the construction site, and shall include appropriate erosion and sedimentation controls. Appropriate controls shall be determined in accordance with the guidance provided in the "Standards for Erosion and Sedimentation Control" and the "Erosion and Sedimentation Control Handbook" published by the Association of Bay Area Governments, (ABAG) and may include site planning considerations, construction staging and timing, and installation of temporary detention ponds or other treatment facilities.

B. Prior to and/or during construction, the Director of Public Works may establish controls on the volume and rate of stormwater runoff from new developments and redevelopment as may be appropriate to minimize peak flows or total runoff volume. These controls may include limits on impervious area or provisions for detention and retention of runoff on-site.

C. The Director of Public Works may require, as a condition of project approval, permanent structural controls designed for the removal of sediment and other pollutants. The selection and design of such controls shall be in accordance with criteria established or recommended by state and federal agencies.

SECTION 9. Notification of Intent and Compliance with General Permits.

A. Each industrial discharger, discharger associated with construction activity, or other discharger, described in any general stormwater permit addressing such discharges, as may be adopted by the United States Environmental Protection Agency,

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the State Water Resources Control Board, or the Regional Board, shall provide notice of intent, comply with, and undertake all other activities required by any general stormwater permit applicable to such discharges.

B. Each discharger identified in an individual NPDES permit relating to stormwater discharges shall comply with and undertake all activities required by such permit.

SECTION 10. Best Management Practices.

Where Best Management Practices, guidelines or requirements have been adopted by any Federal, State of California, regional and/or local agency, for any activity, operation, or facility which may cause or contribute to stormwater pollution for contamination, illicit discharges, and/or discharge of nonstormwater to the storm drains, every person undertaking such activity or operation, or owning or operating such facility shall comply with such guidelines or requirements as may be identified by the Director of Public Works.

SECTION 11. Watercourse Protection.

A. Every person owning, occupying, leasing, renting, or in control of premises through which a watercourse passes, are encouraged to the maximum extent practicable:

1. Keep and maintain that part of the watercourse within the property reasonably free of trash, debris, excessive vegetation, and other obstacles which would and/or could pollute, contaminate, or significantly retard the flow of water through the watercourse;
2. Maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function or physical integrity of the watercourse; and
3. Not remove healthy bank vegetation beyond that necessary for said maintenance, nor remove said vegetation in such a manner as to increase the vulnerability of the watercourse to erosion.

It should be noted that if a property owner does not maintain a portion of a watercourse through their property and damage occurs to other properties as a result of the lack of maintenance, the property owner may be liable for damage resulting from the lack of maintenance of the watercourse. When problems are noted, City personnel shall notify the property owner in writing describing the problem noted and requesting that the property owner take necessary action to fix the problem.

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B. No person shall commit, or cause to be committed, any of the following acts, unless a written permit has first been obtained from the Director of Public Works:

1. Discharge into, or connect, any pipe or channel to a watercourse;
2. Modify the natural flow of water in a watercourse;
3. Deposit in, plant in, or remove any material from a watercourse including its banks, except as required for necessary maintenance;
4. Construct, alter, enlarge, connect to, change, or remove any structure in a watercourse; or
5. place any loose or unconsolidated material adjacent to, or within, a watercourse so as to cause a diversion of the flow, or to cause a probability of such material being carried away by stormwater passing through such watercourse.

SECTION 13. Authority to Inspect.

The Authorized Enforcement Official has the duty and the responsibility to inspect any and all locations for any violation of the provisions of this chapter. The Authorized Enforcement Official may, within the limitations of the law, enter such building or premises at reasonable times to inspect the same for violations of this chapter or to perform any duty imposed upon the official by this chapter, provided the official presents proper credentials to, and obtains consent from the owner or occupant to enter. In the event the owner and/or occupant refuses entry, the official shall request assistance of the City Attorney to obtain an administrative warrant for the premises, pursuant to State law.

SECTION 14. Authority to Sample and Establish Sampling Devices.

The Authorized Enforcement Official has the right to, and shall conduct routine sampling and monitoring on or adjacent to the premises under review. The cost of such routine sampling and/or monitoring activities, including test reports and results, shall be born by the City. The Authorized Enforcement Official may, within the limitations of law, enter such premises at reasonable times to conduct sampling and monitoring operations, provided that the official presents proper credentials to, and obtains consent from the owner or occupant to enter. In the event the owner and/or occupant refuses entry, the official shall request assistance of the City Attorney to obtain an administrative warrant for the premises, pursuant to the provisions of State law.

SECTION 15. Notification of Spills.

As soon as any person in charge of a facility, or responsible for emergency response for a facility, has knowledge of any confirmed or unconfirmed release of materials, pollutants or waste which may result in pollutants or nonstormwater discharges entering the City storm sewer system, such person shall take all necessary steps to ensure the discovery, containment and cleanup of such release and shall notify the City of the occurrence by telephone immediately and confirm the notification by correspondence to the Public Works Director within five days.

SECTION 16. Requirement to Test or Monitor.

A. Whenever an Authorized Enforcement Official has reasonable cause to believe that the owner and/or occupant of a premises is engaged in an activity and/or operating a facility that is causing or contributing to stormwater pollution or contamination, illicit discharges, and/or the discharge of nonstormwater or other unlawful material to the storm drains, the official may require the owner and/or occupant to conduct sampling and/or monitoring activities on the premises and to furnish such test results and reports as the official may determine. The burden and cost of undertaking such sampling and monitoring activities, including test results and reports, shall be born by the owner of the premises under review. The type and method of sampling and monitoring shall bear a reasonable relationship to the need for testing and monitoring and to the benefits to be obtained, as determined by the enforcement official.

B. Whenever an Authorized Enforcement Official finds a condition that (1) violates this chapter; (2) presents an immediate and present danger to the public health, safety and welfare; and (3) requires immediate remedial action to prevent injury to persons or property; the Authorized Enforcement Official shall take whatever reasonable and appropriate action is necessary to neutralize the danger, including, but not limited to, entry upon private premises for inspection, sampling and monitoring and abatement.

SECTION 17. Violations Constituting Misdemeanor.

A. The violation of any provision of this chapter or failure to comply with any of the mandatory requirements of this chapter shall constitute a misdemeanor, except that, notwithstanding any other provisions of this chapter, any such violation constituting a misdemeanor under this chapter may, in the discretion of the enforcing authority, be charged and prosecuted as an infraction.

B. Unless otherwise provided, a person, firm, corporation or organization shall be deemed guilty of a separate offense for each and every day during any portion of

Ordinance

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which a violation of this chapter is committed, continued or permitted by the person, firm, corporation or organization and shall be punishable accordingly, as provided in this chapter.

C. Causing, permitting, aiding, abetting or concealing a violation of any provision of this chapter shall constitute a violation of such provision.

D. Any person who violates any provision of this chapter or any provision of any permit issued pursuant to this chapter, or who discharges waste or wastewater which causes pollution, or who violates any cease and desist order, prohibition, or effluent limitation may also be in violation of the Federal Clean Water Act and/or Porter Cologne Act and may be subject to the sanctions of those acts, including civil and criminal penalty. Any enforcement action authorized under this article shall also include notice to the violator of potential liability.

SECTION 18. Civil Enforcement Action.

The violation of any provision of this chapter, or the failure to comply with any requirements of this chapter, may be enforced by civil action brought by the City Attorney in any court having appropriate jurisdiction. In any such action, the City may seek any or all of the following remedies:

1. A temporary or permanent injunction;
2. Costs of investigation, inspection, sampling or monitoring activities concerning the violation and costs of suit which includes attorney fees and legal costs;
3. Costs of restoration of the premises from its condition resulting from violations back to its original condition;
4. Compensatory damages including, but not limited to, loss and/or destruction of water quality, wildlife, fish, aquatic habitat, and other adverse environmental effects. Damages recovered under this subsection shall be paid to the City and shall be exclusively for costs of sampling and monitoring, of establishing stormwater discharge pollution control systems, and of implementing and/or enforcing the provisions of this chapter.

SECTION 19. Administrative Enforcement Action.

In addition to any other enforcement powers and/or remedies provided in this chapter, an Authorized Enforcement Official may issue an order to a person to cease and desist from the discharge, practice, operation or other activity causing or likely to

Ordinance

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cause a violation of this chapter. Such order shall be directed to those persons in violation of the chapter stating clearly and concisely the nature of the violation, the requirements for compliance, a timetable for compliance and such other remedial and/or preventive action as may be necessary. Upon the violator's failure to comply with such an order, the City shall take further enforcement action as specified in this chapter, or in accordance with any other appropriate provision of local, State or Federal law.

SECTION 20. Authority to Arrest and Issue Citations.

A. The Authorized Enforcement Official shall have the authority to arrest or to cite any person who violates any provision of this chapter in the manner provided by the California Penal Code for the arrest or release on citation of misdemeanors or for citation of infractions and notice to appear, as prescribed by Chapters 5, 5c and 5d of Title 3, Part 2 of the California Penal Code, including Section 853.6 or as the same may be hereinafter amended.

B. It is the intent of the City Council that the immunities provided in Penal Code Section 836.5 be applicable to public officers or employees acting within the course and scope of their employment pursuant to this chapter.

SECTION 21. Coordination with Hazardous Materials Inventory and Response Program.

The first revision of the business plan for any facility subject to the City's hazardous materials inventory and response ordinance shall include a program for compliance with this chapter, including the prohibitions on nonstormwater discharges and illicit discharges and the requirement to reduce stormwater pollutants to the maximum extent practicable.

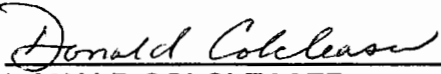
SECTION 22. Supercession.

If any section, subsection, sentence, clause or phrase or word of this chapter is for any reason held to be unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this chapter.

The foregoing ordinance was introduced and read at a regular meeting of the City Council of the City of American Canyon, State of California, held on the 18th day of September, 2003 and was passed and adopted at a regular meeting of the City Council of the City of American Canyon, State of California, held on the 2nd day of October, 2003 by the following vote:


Ordinance
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AYES: Colcleaser, Luporini, Anderson, Garcia, Shaver
NOES: None
ABSENT: None
ABSTAIN: None



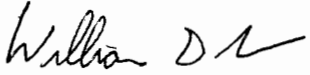
DONALD COLCLEASER
Mayor

ATTEST:



KAY WOODSON
Interim City Clerk

APPROVED AS TO FORM:



WILLIAM D. ROSS
City Attorney

APPROVED AS TO CONTENT:



JOHN L. WANGER
Public Works Director

APPENDIX B

TABLES 2-7 CITY OF AMERICAN CANYON AND NCSWMP STORM WATER MANAGEMENT PROGRAM FY 03/04 TO 07/08.

City of American Canyon and NCSWMP Stormwater Management Program - FY 03/04 to 07/08

Table 2: Public Education and Outreach Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
4	5	6	7	8							
1. Characterize general public.											
1A	Collect census data.	X					Characterize the general public through census data. Through census data, determine groups of population in terms of age, language spoken, and concentration.	PM Information collected from census data.	NA	Public	County-wide Program NCFCWCD
1B	Develop survey material	X					Review and adapt other agencies' survey to gather resident's current knowledge of storm water pollution, gardening, and vehicle servicing habits; and determine how to best reach different pockets of audience.	PM Completed survey ready for use.	Public's opinion on pollution and how to protect our waters is important.		
1C	Conduct a pilot survey	X					Conduct an initial survey to a small audience.	PM 25 to 50 survey forms filled out at community events.			
1D	Conduct survey		X		X		Evaluate and improve survey as needed. Evaluate options for conducting survey and implement.	PM Get at least 300 responses to the survey. Repeat survey in 4th year.			
1E	Analyze Survey Data						Compile, analyze, and interpret surveys.	PM Report complete EM Recommendations made based on results of the survey.			
2. Outreach to local government officials.											
2A	Develop presentation	X					Develop presentation to inform local government officials of the importance of reducing storm water pollution, the regulatory requirements, and the local Storm Water Pollution Prevention Plan.	PM Completed PowerPoint presentation.	NPDES permit requirements, SWMP content, measurable goals.	Local government officials	All Local Programs/ County-wide Program NCFCWCD

City of American Canyon and NCSWMP Stormwater Management Program - FY 03/04 to 07/08

Table 2: Public Education and Outreach Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
		03	04	05	06	07					
		-	-	-	-	-					
		04	05	06	07	08					
2B	Give presentation	X					Give presentation at local council meetings and management meetings.	PM Number of presentation given to local council members, and managers.	NPDES permit requirements, SWMP content, measurable goals.	Local government officials	All Local Programs/ County-wide Program NCFCWCD
2C	Annual progress reports		X	X	X	X	Present annual progress report to public officials.	PM Presentations given to local council members, and managers after each annual report is completed.	Program achievements and needs.	Local government officials	
3. Stormwater Website											
3A	Develop Website		X				Develop website with info on the SWMP, illicit discharge hotline, upcoming workshops/events, FAQ, and BMP's for businesses and residences. Website will be a stand-alone site. City and county websites will provide links to the NCSWMP site.	PM Website developed EM Number of visits to website.	Only rain down the storm drain.	General Public	County-wide Program NCFCWCD
3B	Evaluate website			X	X	X	Receive feedback on website and continue development/updates.	PM Evaluate annually and continued development/updates			
3C	Update City Website			X			Update the City's website with information on the SWMP, illicit discharge hotline, upcoming workshops/events, FAQ, and BMP's for businesses and residences. Website will be a stand-alone site. Provide a link to the NCSWMP site.	PM1 Website developed PM2 Link provided to NCSWMP website. EM Number of visits to website.	Only rain down the storm drain.	General Public	Local Program American Canyon

City of American Canyon and NCSWMP Stormwater Management Program - FY 03/04 to 07/08

Table 2: Public Education and Outreach Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
4	5	6	7	8							
4. Community Events											
4A	Develop booth						Develop booth to inform the public on the importance of reducing SW pollution and what they can do to reduce SW pollution.	PM Booth, outreach materials, and activities developed.	Only rain down the stormdrain; reduce use of water, nutrients, and pesticides; hazardous waste disposal and used oil recycling.	General Public	County-wide Program NCFCWCD DEM
4B	Staff booth at events						Staff SW booth at community events.	PM Attend at least 3 events per year. (e.g. Earth Day, Home and Garden Show, Symphony on the River, etc.)			
								PM Attend at least one Countywide public event and two City events annually. (Fourth of July, Healthy People Healthy Planet, etc.) PM2 Distribute general storm water brochure and BMP materials			
4C	Evaluate booth						Use the results from the public surveys to assess the need to target additional pollutants/activities.	PM Continue booth development as needed.			County-wide Program NCFCWCD DEM

City of American Canyon and NCSWMP Stormwater Management Program - FY 03/04 to 07/08

Table 2: Public Education and Outreach Element

Activity/Best Management Practices	FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
	0	0	0	0	0					
	3	4	5	6	7					
	-	-	-	-	-					
	0	0	0	0	0					
	4	5	6	7	8					
5. Outreach to general public										
5A	Yard waste reduction workshops	X				Conduct a yard waste reduction and home composting workshop.	PM Workshop held.	Leaves and organic matter.	Residences	Local Program City of Napa
5B	Trash can decals	X	X	X	X	Provide bilingual (English and Spanish) trash can decals about proper disposal of hazardous waste and used oil. Include message "only rain down the drain".	PM Include with all cans provided by garbage service.	Hazardous waste and used oil recycling; "only rain down the drain".	Residences and businesses.	County-wide Program DEM City of Napa
5C	Napa-Vallejo Household Haz Waste Facility	X	X	X	X	Continue to provide	PM Open to the public every Fri and Sat, (May-Oct) and two weekends per month (Nov-Apr). EM Quantity and types of waste collected.	Pesticides, cleaners, batteries, solvents, paints, thinners, old gasoline, adhesives, syringes.	Residences and businesses.	
5D	Upvalley hazardous waste collection	X	X	X	X	Continue to hold hazardous waste collection days for the upvalley community.	PM 2-4 events per year	Paints, solvents, pesticides, etc.	Residences	
5E	Creek Dumping Brochure	X				Develop a brochure to address creek dumping of leaves and landscape materials.	PM Brochure developed	"Don't dump in the creek", "Leaf the creek alone"/Leaves, yard trimmings, compost	Landscape contractors and private residences	County-wide Program NCFCWCD
5F		X				Mail brochure to landscape contractors in Napa County.	PM Mailed to > 80% of listed landscape contractors in Napa		Landscape contractors.	
5G			M	X		Mail to property owners adjacent to streams.	PM Mailed to > 80% of property owners adjacent to streams.		Private residences	

City of American Canyon and NCSWMP Stormwater Management Program - FY 03/04 to 07/08

Table 2: Public Education and Outreach Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
		4	5	6	7	8					
5H	Used oil recycling	X					Purchase radio advertisements	PM Advertisements purchased	Why used oil should be recycled, locations in Napa County that accept used oil.	Public	County-wide Program City of Napa DEM
5I		X	X	X	X	X	Place ad in Yellow pages and purchase "used Oil Recycling in Napa County" radio advertisement	PM Advertisement placed			
5J	Used oil recycling (cont)	X	X	X	X	X	Provide Point of purchase info at stores that sell used oil.	PM 50 percent of businesses selling used oil participating first year. 80 Percent 2nd year. EM Amount of used oil collected.	Why used oil should be recycled, locations in Napa County that accept used oil.	Public	County-wide Program City of Napa DEM
5K	Prioritize future outreach		X	X		X	Prioritize outreach to address other sources of SW pollution based upon results of illicit discharge data.	PM Outreach priorities established.	Depends on the priority pollutants and most common sources.	Public	County-wide Program NCFCWCD
5L	Develop materials			X	X	X	Develop priority outreach materials	PM One new message/outreach piece per year.			
				X				PM Develop a general storm water pollution prevention brochure.			Local Program American Canyon
5M	Distribute materials			X	X	X	Method of distribution will depend on the target audience of the outreach materials.	PM Materials distributed			County-wide Program NCFCWCD

City of American Canyon and NCSWMP Stormwater Management Program - FY 03/04 to 07/08

Table 2: Public Education and Outreach Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers	
		0	0	0	0	0						
		3	4	5	6	7						
		-	-	-	-	-						
		0	0	0	0	0						
4	5	6	7	8								
5N	Continue to provide tours at the City Waste Water Treatment Plant				X	X	X	Waste Water Treatment Plant staff to continue to provide facility tours to the public.	PM Public tours are conducted. EM Number of guests touring WWTP facilities.	Sanitary sewer and storm drain systems are separate systems. Storm drain runoff does not get treated at the plant before entering local waterways.	Public	Local Program American Canyon
5O	Continue to publish stormwater quality related events and articles in the local newspaper.				X	X	X	Publish stormwater quality related events and articles in the local newspaper.	PM Publish articles 4 times annually.	Only rain down the drain. Pollution prevention. Public participation opportunities.		
5P	Continue City mercury elimination program outreach.				X	X	X	Conduct mercury elimination outreach to residents and businesses in American Canyon.	PM1 Conduct outreach campaign and advertise one or more mercury disposal days, annually. PM2 Evaluate mercury drives and modify collection efforts accordingly.	Mercury is toxic to humans and aquatic life. Mercury is a hazardous material requiring proper disposal.		

City of American Canyon and NCSWMP Stormwater Management Program - FY 03/04 to 07/08

Table 2: Public Education and Outreach Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
		4	5	6	7	8					
6. Outreach to schools											
6A	Develop a SW education program	X					Develop lesson plans and activities.	PM Lesson plans and activities developed.	Importance of healthy streams, lakes, wetlands, etc; Pollutants that threaten water quality; Pollution prevention practices.	Grades 3-6	County-wide Program RCD
6B	Develop before/after survey materials	X					Develop before and after survey to evaluate effectiveness of the presentation.	PM Survey materials developed			
6C	Conduct presentations		X	X	X	X	Conduct presentations.	PM Present to 5 classrooms by 2nd year, 10 classrooms every year thereafter.			
6D	Evaluation		X	X	X	X	Conduct survey before and after presentation to assess understanding of SW pollution.	PM Survey conducted EM Results analyzed for accomplishments and deficiencies.			
6E	Program improvement		X	X	X	X	Improve program lesson plans and activities based on feedback from students and teachers.	PM Lesson plans and activities revised as needed.			
6F	Review NCSWMP developed materials			X			Review educational materials developed by NCSWMP to incorporate new information into the City's presentation.	PM Incorporate at least one educational item or activity from NCSWMP materials.	Importance of healthy streams, lakes, wetlands, etc; Pollutants that threaten water quality; Pollution prevention practices.	Grade 3 children	Local Program American Canyon
6G	Continue to conduct stormwater and pollution prevention presentations to third grade classes.			X	X	X	Conduct stormwater and pollution prevention presentations to third grade classes.	PM Continue to conduct six presentations annually.			

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 3: Public Involvement and Participation Element

Activity/BMP's	FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementers
	0	0	0	0	0					
	3	4	5	6	7					
	-	-	-	-	-					
	0	0	0	0	0					
	4	5	6	7	8					
1. Public Comment on SWMP										
1A	Public comment on SWMP	X				Invite public to comment on Stormwater Management Plan as required by State and local public notice requirements.	PM Send notice of request for comments on SWMP to environmental and business groups. EM Number of comments and number of individuals and groups participating.	NA	Environmental groups, business groups, and general public	County-wide Program NCFCWCD
					X					
1B	Response to comments	X				Respond to comments.	PM Submit written comments to public.	NA	Environmental groups, business groups, and general public	County-wide Program NCFCWCD
					X					
1C	Revise SWMP	X				Revise Storm Water Management Plan based on comments.	PM Revision complete. EM Revisions made.	NA	NA	County-wide Program NCFCWCD
					X					
2. Stormdrain Stenciling										
2A	Storm drain stenciling plan	X				Determine which SD inlets have SD markers/stencils, develop a plan for filling gaps, determine how often SD's need to be stenciled, which messages are appropriate, and identify groups to stencil SD's	PM Plan developed	"No Dumping - SD drains to creek/river/bay"	Citizen volunteers	Local programs City of Napa Yountville Calistoga Napa County

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 3: Public Involvement and Participation Element

Activity/BMP's		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
		4	5	6	7	8					
2B	SD stenciling program	X	X	X	X	X	Provide materials and supplies to citizens and groups. Advertise program on SW website, SW booth, and at applicable stewardship group meetings.	PM One SD stenciling event per year.	"No Dumping - SD drains to creek/river/bay"	Citizen volunteers	County-wide Program NCFCWCD
3. Water Quality Monitoring											
3A	Evaluation and assessment		X				Evaluate existing monitoring program. Determine other sites and chemical tests for monitoring.	PM Sites and parameters for monitoring determined.	To be determined (e.g. Temp, DO, pH, etc.)	Citizen volunteers	County-wide Program RCD
3B	Data Management		X				Evaluate existing database and improve as appropriate.	PM Database improved as appropriate.	Data can be used to prioritize watershed efforts and to track illicit discharges.		
3C	Recruit volunteers		X				Solicit volunteers for monitoring program. Advertise in newsletters, websites, and newspaper.	PM Volunteers recruited. EM # of volunteers participating and # of sites monitored.	NA		
3D	Develop training program		X				Develop training program for volunteers.	PM Training program developed.	Proper use of sampling equipment and using water quality kits.		
3E	Train volunteers		X				Implement training program to ensure data quality.	PM Volunteers trained			
3F	Monitoring						Implement volunteer water quality monitoring program.	PM Implement monitoring program. 12 sites FY 04/05; 18 sites FY 05/06. EM Use of data to establish needed programs and characterize water quality.	To be determined (e.g. Temp, DO, pH, etc.)		

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 3: Public Involvement and Participation Element

Activity/BMP's		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
4	5	6	7	8							
4. Creek Cleanups											
4	Coast and Creek Cleanup Day						Promote and facilitate event.	PM Increase garbage collected and number of participants by 10% in 2003. EM Number of participants and amount of garbage collected.	Trash and litter	Citizen volunteers	County-wide Program RCD, NCFCWCD, DEM, American Canyon
		X	X	X	X	X					
5. Stewardships											
5A	Salvador Creek Stewardship						Hire the RCD to coordinate and support activities in the stewardship group.	PM Stewardship meeting held, mission statement adopted, and group activities conducted.	Stream function, plants and wildlife, invasive species, restoration, creek cleanup events, etc.	Residents in the Salvador Creek Watershed.	Local Program City of Napa Napa County
		X									
5B	Rutherford Dust Restoration Team						Provide staff to support restoration efforts along the Napa River in Rutherford.	PM Conceptual restoration plan developed.	Enhanced riparian habitat and improved stream function.	Landowners along a 4 mile reach of the Napa River in Rutherford.	Local Program Napa County
		X	X								

Table 4: Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/ Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
4	5	6	7	8							
1. Legal Authority											
1A	Develop and adopt ordinance.	X					Review other agencies' ordinances. Adapt and adopt.	PM Ordinance adopted.	Only rain down the storm drain.	Activities within the jurisdiction that result in regulated nonstormwater discharges.	Local Programs Napa Yountville St. Helena Calistoga Napa County
1B	Evaluate and amend			X			Evaluate effectiveness of ordinance w.r.t pollutants addressed.	PM Ordinance evaluated and amended as necessary. EM Recommendations made.	Nonstormwater discharges not regulated under existing ordinance.		
1C	Enforcement Response Plan (ERP)	X					Establish actions taken for violations, a timeframe for action, by whom the actions will be taken, and along what paths enforcement will be escalated.	PM Enforcement Response Plan implemented.	Nonstormwater discharges must be prevented to protect water quality		
1D	ERP Training	X					Train appropriate staff on the policies and procedures of the ERP.	PM All relevant staff trained annually.	Code enforcement staff.		
1E	Evaluate and amend ERP			X			Evaluate effectiveness of ERP w.r.t. ensuring compliance with the SW ordinance.	PM ERP evaluated and modified as necessary. EM % of violators improving pollution prevention practices. Number and type of discharges not abated.			
1F	Review City stormwater ordinance.			X			Review City stormwater ordinance for compliance with Phase II Permit requirements and for continuity with NCSWMP guidance.	PM Draft of recommendations for ordinance amendments.	Prohibits non-stormwater discharges.	Activities within the jurisdiction that result in regulated nonstormwater discharges.	Local Program American Canyon

Table 4: Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		FY						Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/ Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0	0					
		3	4	5	6	7	7					
		-	-	-	-	-	-					
		0	0	0	0	0	0					
		4	5	6	7	8	8					
1G	Amend Ordinance				X			Amend ordinance as necessary to address Phase II Permit requirements.	PM1 Document staff recommendations for ordinance amendment. PM2 Ordinance amended.	Ordinance complies with NPDES Permit requirements.	Activities within the jurisdiction that result in regulated nonstormwater discharges.	Local Program American Canyon
1H	Document Enforcement Response Plan (ERP)				X			Document in a manual established actions taken for violations, timeframes for action, by whom the actions are taken, and escalating enforcement actions.	PM Enforcement Response Plan documented.	Stormwater ordinance provisions will be enforced	City Staff	
1I	ERP Training				X			Train appropriate staff on the policies and procedures of the ERP, and provide a copy of the ERP document.	PM All relevant staff trained annually.		Code enforcement staff.	
2. Spill Response												
2A	Reporting forms and database.	X						Review other agencies' reporting forms and databases. Develop reporting forms and database.	PM Database and reporting forms developed.	Only rain down the storm drain; Oil, grease, sediment, paint, detergents, etc.	NA	County-wide Program NCFCWCD
						X					PM1 Database and reporting forms developed. PM2 Provide staff training on use of forms.	Public Works staff
2B	Identify structure	X						Identify staff to receive calls from the public, conduct elimination, clean-up, and follow-up of illicit discharges.	PM Staff identified.			Municipal staff

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 4: Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		FY						Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/ Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0	0					
		3	4	5	6	7	7					
		-	-	-	-	-	-					
		0	0	0	0	0	0					
		4	5	6	7	8	8					
2C	Spill response plan		X					Develop procedures for responding to and cleaning up hazardous and nonhazardous spills/dumping during normal working and non-working hours.	PM Spill response plan developed.	Only rain down the storm drain; Oil, grease, sediment, paint, detergents, etc.	Municipal staff	County-wide Program NCFCWCD
2I	Review Spill Response Plan				X			Review City staff procedures for responding to and cleaning up hazardous and nonhazardous spills/dumping during normal working and non-working hours. Compare with NCSWMP spill response training program.	PM Spill response plan reviewed. List recommendations for update.	Only rain down the storm drain; Oil, grease, sediment, paint, detergents, etc.		Local Program American Canyon
2M	Review spill response plan				X	X		Review procedures for responding to and cleaning up hazardous and nonhazardous spills/dumping during normal working and non-working hours. Compare with NCSWMP spill response training program.	PM1 Document recommended plan revisions. PM2 Update spill response plan in FY 06-07, if necessary.	Only rain down the storm drain; Oil, grease, sediment, paint, detergents, etc.		Local Program American Canyon
2D	Staff training		X					Develop training program for receiving calls, identifying illicit discharges, spill clean-up, and educating the public on the use of BMP's	PM Training program developed.			
					X							

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 4: Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/ Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
		4	5	6	7	8					
2E							Implement training program. Administer a survey at the beginning of the training to gauge staff's understanding of illicit discharges. At the end of the training, give case studies as a quiz to ensure staff can recognize illicit discharges and understand the procedures for responding to them.	PM All relevant staff trained. EM Staff performance on quiz.	Only rain down the storm drain; Oil, grease, sediment, paint, detergents, etc.	Municipal staff	County-wide Program NCFCWCD
			X								Local Program American Canyon
2F	Stormwater Hotline		X	X	X	X	Establish a phone number to receive information about non-storm water discharges from the public. Identify staff to receive calls from the public and initiate spill response plan.	PM Phone number established and staff identified. EM # of violations reported from the public.	Only rain down the storm drain; Oil, grease, sediment, paint, detergents, etc.	General public	County-wide Program
2J	Advertize Stormwater Hotline				X		Discharges and spills may be reported by calling the stormwater hotline for the appropriate municipality.	PM Phone numbers published in outreach material, on website, and once annually in 2 newspapers. EM # of violations reported from the public.		General public	

Table 4: Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/ Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
		4	5	6	7	8					
2G	Record keeping						Dedicated staff will maintain and update data base and generate reports as requested. Reports used to determine common pollutants, activities contributing to non SW discharges, and repeat offenders. Information used to prioritize PEO efforts, business inspections, and conduct enforcement.	PM Annual reports generated on time. EM Use of reports to prioritize outreach and business inspections. Number of spills prevented from reaching waters of the State.	Only rain down the storm drain; Oil, grease, sediment, paint, detergents, etc.	Municipal staff	All Local Programs
2H	Develop a road kit.		X	X			Develop appropriate outreach materials for distributing to violators (e.g. creek dumping, paint and other haz waste disposal, surface cleaning, construction BMP's, etc.)	PM Materials developed. Provide a road kit for each stormwater construction and business inspector and all staff responsible for spill response investigations. Distribution of materials tracked with spill investigation form. EM # of repeat offenses.	Sediment, grease, oil, sediment, landscape waste, etc.	Inspectors and maintenance staff	County-wide Program NCFCWCD
2L	Update road kits.			X	X	X	Update road kits of information carried by Inspectors and maintenance staff as new outreach materials are developed and forms are revised.	PM Update road kit as needed for each stormwater construction and business inspector and all staff responsible for spill response investigations. Distribution of materials tracked with spill investigation form. EM # of repeat offenses.			
2K	Non-Stormwater Discharge Reporting				X		Review feasibility of placing spill reporting phone number in the phone book.	PM In the annual report, report the phone number heading and location in the phone book or report on why placement was not feasible.	Only rain down the storm drain; Oil, grease, sediment, paint, detergents, etc.	General public	City of American Canyon

Table 4: Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/ Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
4	5	6	7	8							
3. SD System Mapping											
3A	Develop maps of outfalls.		X				Collect all existing information on outfalls and map it.	PM Information compiled.	Final outfall map will assist in locating all the outfalls .	General public	Local Programs Napa Yountville St. Helena Calistoga Napa County
3B	Identify data gaps.			X			Identify data gaps.	PM Data gaps identified.			
3C	Fill in data gaps.				X		Collect data to fill in data gaps.	PM Data gaps filled.			
3D	Draw final map.					X	Draw final map.	PM Final outfall map			
3E	Develop map of the municipal storm drain system.		X				Collect all existing information on storm drains and Waters of the State and map it.	PM Information compiled.	Final storm drain system map will help accurately trace illicit discharges.		
3F	Identify data			X			Identify data gaps.	PM Data gaps identified.			
3G	Fill in data gaps.				X		Collect data to fill in data gaps.	PM Data gaps filled.			
3H	Draw final map.					X	Draw final map.	PM Final storm drain system map completed.			
				X			Complete mapping of the storm drainage system including inlets, piping, outfalls and receiving waters.	PM Drainage system map available to staff and public in FY 05/06.	Local Program American Canyon		

Table 4: Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/ Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
4	5	6	7	8							
4. Business Inspections											
4A	Develop materials for food service facilities	X					Develop BMP booklet for food service facilities and distribute to retail food businesses. Attach to all new restaurant business applications.	PM Materials developed and distributed to all restaurants. Reduce SW violations by third year.	Legal requirements; Proper management and disposal of litter, grease and oils, detergents.	Food service facilities	County-wide Program DEM
4B	Distribute BMP booklets	X	X	X	X	X	Distribute BMP guides during routine restaurant inspections and all restaurant permit applications.	PM Distributed to all restaurants inspected and with all restaurant permit applications. EM % of businesses in compliance			All Local Programs
4C	Develop inspection forms and database.	X					Develop inspection forms and data base to track business compliance and program performance.	PM Forms and database developed.	NA	NA	County-wide Program DEM
				X							Local Program American Canyon
4D	Training for inspectors	X	X	X	X	X	Develop and implement training program for inspectors. Use post survey to gauge inspector's understanding of the requirements.	PM Annual training for inspectors as appropriate. EM Score on post survey.	Phase II requirements; impacts of grease, soaps, and other pollutants potentially generated from restaurants on water quality, proper use of BMP's	Inspectors	All Local Programs
4E	Inspections	X	X	X	X	X	Conduct restaurant inspections	PM Inspect at least 50% of restaurants annually. EM % of restaurants in compliance.	Meet local and state requirements for SW discharges.	Food service facilities	

Table 4: Illicit Discharge Detection and Elimination Element

October 3, 2005

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 4: Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		FY						Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/ Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0	0					
		3	4	5	6	7	7					
		-	-	-	-	-	-					
		0	0	0	0	0	0					
		4	5	6	7	8	8					
4K	Inspect NPDES permitted facilities				X	X		Inspect NPDES permitted facilities.	PM1 Begin inspections in FY 2005-2006. PM2 Complete inspections in FY 2006-2007.	Non-storm water discharges are prohibited.	Public Works staff	Local Program American Canyon
4L	Develop and inspection program for the prioritized list of businesses.				X			Develop and inspection program for the prioritize list of businesses.	PM Written program procedures completed. Program to include inspection types and frequencies.			
4M	Implement the inspection program for the prioritized list of businesses.				X	X	X	Implement the inspection program for the prioritized list of businesses.	PM Report inspection and enforcement types and quantities in the annual report.			
4N	Determine how many businesses handle hazardous waste materials and waste.				X			Determine how many businesses handle hazardous waste materials and waste.	PM Create an inventory of businesses handling hazardous wastes and waste materials.			

Table 5: Construction Site Runoff Control Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementers
		00	01	02	03	04					
1. Legal Authority											
1A	Develop and adopt ordinance requirements for construction sites that disturb one acre or more.	X					Review other agencies' ordinances. Adapt and adopt.	PM Ordinance adopted.	Require use of BMP's to control erosion and sediment control measures and BMP's to reduce trash, oil, pH, and other nonstormwater pollutants.	Construction sites.	All Local Programs
1B	Evaluate ordinance			X			Evaluate requirements and compliance with local, state, and federal regulations.	PM Ordinance evaluated and amended as necessary.			
1C	Enforcement Response Plan (ERP)	X					Establish actions taken for violations, a timeframe for action, by whom the actions will be taken, and along what paths enforcement will be escalated.	PM Enforcement Response Plan implemented.			
				X			Document in a manual established actions taken for violations, timeframes for action, by whom the actions are taken, and escalating enforcement actions.	PM Enforcement Response Plan documented.		Construction sites	Local Program American Canyon
1D	ERP Training	X	X	X	X	X	Train appropriate staff on the ERP procedures and policies.	PM All relevant staff trained annually.		Code enforcement officers.	All Local Programs
1E	Evaluate and amend ERP			X			Evaluate effectiveness of ERP w.r.t. ensuring compliance with the SW ordinance.	PM ERP evaluated and modified as necessary.			Local Program American Canyon
						X					

Table 5: Construction Site Runoff Control Element

Activity/Best Management Practices	FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementers
	0	0	0	0	0					
	3	4	5	6	7					
	-	-	-	-	-					
	0	0	0	0	0					
	4	5	6	7	8					
2. Plan review process										
2A	X					Review and revise plan review process. Develop plan check list and instructions. Include relevant State and Federal permits in checklist.	PM Plan review process developed; plan check list and instructions developed.	Organization and requirements of the plan review process. Compliance with NPDES Construction Permit and implement ESC measures.	Planners, developers, contractors, and the public.	Local Programs Napa Yountville St. Helena Calistoga Napa County
						Review and revise plan review process. Develop plan check list and instructions. Include relevant State and Federal permits in checklist.	PM Plan review process developed; plan check list and instructions developed.	Organization and requirements of the plan review process. Compliance with NPDES Construction Permit and implement ESC measures.	Planners, developers, contractors, and the public.	Local Program American Canyon
2B	X					Develop training program for plan review staff.	PM Training program developed.	Organization and requirements of the plan review process. Compliance with NPDES Construction Permit and implement ESC measures.	Planning staff	All Local Programs
									Planning staff, plan review staff	Local Programs American Canyon
2C	X X X X X					Train staff on revised plan review process.	PM Relevant staff trained annually. EM All participants understand the process and requirements.	Organization and requirements of the plan review process. Compliance with NPDES Construction Permit and implement ESC measures.	Planning staff	All Local Programs
2D	X X X X X					Implement plan review process to ensure that construction sites > 1 acre are covered by the NPDES Construction Permit and projects < 1 acre include plans for ESC measures.	PM Plan review process implemented. EM % approved with an ESC plan; % approved in compliance with State and Federal regulations.	Organization and requirements of the plan review process. Compliance with NPDES Construction Permit and implement ESC measures.	Planning staff, plan review staff, project applicants.	All Local Programs

Table 5: Construction Site Runoff Control Element

Activity/Best Management Practices	FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementers
	0	0	0	0	0					
	3	4	5	6	7					
	-	-	-	-	-					
	0	0	0	0	0					
	4	5	6	7	8					
3. Inspection Program										
3A	Draft training materials.	X				Develop training materials and curricula to ensure that inspectors understand stormwater regulations and use of BMP's to reduce or eliminate non-SW discharges.	PM Completed training materials ready for use.	Proper use of BMP's to reduce non SW pollution; sediment, pathogens, oil, paint, etc.	Planners, inspectors, and other public works staff.	County-wide Program NCFCWCD
3B	Pilot training program.	X				Hold pilot training program for planners/inspectors.	PM At least one inspector from each municipality. EM Pre and post surveys and candid evaluation of training materials.			County-wide Program NCFCWCD
3D	Implement training program		X	X	X	X	Inspectors from each municipality to attend training program. PM Annual training of all relevant inspectors. EM Use pre and post surveys to ensure that participants understand the requirements.	Evaluating BMPs, use of the checklist, enforcement options.		All Local Programs
3E	Implement inspection program		X	X	X	X	Inspect construction sites prior to the onset of the wet season and after major storm events. Use a checklist to document BMP performance and illicit discharges. PM Inspect 5 construction sites within 48 hours of a major (>0.25 inches) storm event. EM % of sites inspected during wet season; % of sites in compliance			Local Programs American Canyon Napa Napa County

Table 5: Construction Site Runoff Control Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementers
		00	01	02	03	04					
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
		4	5	6	7	8					
3E	Implement inspection program						Inspect construction sites prior to the onset of the wet season and after major storm events. Use a checklist to document BMP performance and illicit discharges.	PM1 Inspect each site >1 acre at the onset of the wet season. PM2 Inspect each site >1 acre within 48 hrs of a small storm event (>0.25 inches per 24 hours) from April 16th through December 31st. PM3 Inspect each site >1 acre within 48 hrs of a large storm event (>1.0 inches per 24 hours) from January 1st through April 15th.	Evaluating BMPs, use of the checklist, enforcement options.	Planners, inspectors, and other public works staff.	Local Programs Yountville, St. Helena, Calistoga
3F	Construction compliance hotline		X				Establish a phone number for the public to report nonstormwater runoff from construction sites.	PM Hotline established EM # of noncompliant sites reported		General Public	All Local Programs
3G	Continue Wet Weather Turbidity Monitoring.			X		X	Monitor turbidity following storm events at five locations within the City.	PM Conduct turbidity monitoring bi-annually for a minimum for four storm events per monitoring season.		American Canyon maintenance staff	Local Programs American Canyon

Table 5: Construction Site Runoff Control Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementers
		00	01	02	03	04					
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
		4	5	6	7	8					
4. Outreach											
4A	Stormwater regulations and guidance for compliance brochure	X					Develop a brochure explaining NPDES construction requirements and guidelines for Post-construction design-Attach to all permit applications.	PM Brochure developed and distributed with applications, planning department front counters, and at workshops. EM Number of comments and diversity of groups commenting.	NPDES construction permit requirements, better site design for post-construction, resource directory.	Contractors and developers	County-wide Program NCFCWCD
4B	Provide BMP fact sheet(s) for construction activities	X	X	X	X	X	Provide BMP fact sheets, guidance documents, and handbooks to contractors and developers	PM Informational materials (Stormwater BMP Handbooks, ESC Field manual, Guidelines for Construction Projects, etc.) provided to public upon request. EM # distributed.	Sediment, cement, paint, oils, trash, etc.	Contractors and developers	County-wide Program NCFCWCD All Local Programs
4C	Permit process		X				Develop a brochure explaining the revised permit process. Attach to all permit applications.	PM Brochure developed	Explain permit process for construction activities > 1 acre and < 1 acre.		All Local Programs
4D	Construction site erosion control workshop	X	X	X	X	X	Encourage planners, inspectors, municipal staff, contractors, and architects to attend annual construction workshops held by the Regional Board and SFEI.	PM At least 3 forms of outreach used to encourage attendance. May include newsletters, websites, direct mail, etc. EM Attendance	Phase II requirements, proper use of BMP's to control runoff.	Planners, inspectors, municipal staff, contractors, architects.	County-wide Program NCFCWCD
4E	Construction site erosion control workshop	X	X	X	X	X	Attend workshop.	PM At least one planner/inspector and one public works employee shall attend every other year.	Phase II requirements, proper use of BMP's to control runoff.	Planners, inspectors, municipal staff, contractors, architects.	All Local Programs

Table 5: Construction Site Runoff Control Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
		4	5	6	7	8					
4F	Evaluate and Revise				X		Receive feedback on outreach materials and revise materials as needed.	PM Evaluate annually EM Revise as needed.			County-wide Program NCFCWCD

City of American Canyon and NCSWMP - Action Plan FY 03/04 to 07/08

Table 6: Post-Construction Runoff Management Element

Activity/Best Management Practices	FY						Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
	0	0	0	0	0	0					
	3	4	5	6	7	7					
	-	-	-	-	-	-					
	0	0	0	0	0	0					
	4	5	6	7	8						
1. Legal Authority											
1A	Develop and adopt ordinance requirements for construction sites that disturb one acre or more.	X					Review other agencies' ordinances. Adapt and adopt.	PM Ordinance adopted.	Require long-term runoff management from new and redevelopment that disturbs > 1 acres. Sediment, oil and grease, trash, fertilizer and pesticides.	New and redevelopment > 1 acre	All Local Programs Local Programs Napa Yountville St. Helena Calistoga Napa County Local Program American Canyon
1B	Evaluate and revise ordinance		X				Evaluate effectiveness of ordinance and revise as appropriate.	PM Ordinance evaluated and revised.	Ensure the ordinance provides the most effective long-term control of pollution from new development and redevelopment.		
				X							
1C	Enforcement Response Plan (ERP).	X					Establish actions taken for violations, a timeframe for action, by whom the actions will be taken, and along what paths enforcement will be escalated.	PM Enforcement Response Plan developed and adopted.	Post-construction BMP's must be adequately operated and maintained to ensure that water quality is protected.	Code enforcement staff.	Local Program American Canyon
				X						Code enforcement staff, Public Works maintenance staff	

Table 6: Post-Construction Runoff Management Element

Activity/Best Management Practices		FY						Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
		03-04	04-05	05-06	06-07	07-08						
1D	ERP Training	X	X	X	X	X	Train appropriate staff on the ERP procedures and policies.	PM All relevant staff trained annually.	Post-construction BMP's must be adequately operated and maintained to ensure that water quality is protected.	Code enforcement staff.	All Local Programs	
1E	Evaluate and amend ERP			X			Evaluate effectiveness of ERP w.r.t. ensuring compliance with the SW ordinance.	PM ERP evaluated and modified as necessary. EM Recommendations made.	Post-construction BMP's must be adequately operated and maintained to ensure that water quality is protected.	Code enforcement staff.	Local Programs Napa Yountville St. Helena Calistoga Napa County	
						X					Local Program American Canyon	
2. Design Standards, * = standards in Attachment 4 of State Municipal General Permit.												
2A	Introductory training	X					Develop training materials and curricula.	PM Materials and curricula developed.	Overview of Post-construction requirements (existing state and upcoming local) and use of appropriate BMP's.	Planners	County-wide Program NCFCWCD	
				X			Develop training materials and curricula.	PM Materials and curricula developed.	Overview of Post-construction requirements (existing state and upcoming local) and use of appropriate BMP's.	Planning, Engineering, Plan review staff	Local Program American Canyon	
Design Standards Attachment 4* - All categories: Single-Family Hillside Residences, 100,000 sq. ft. Commercial Developments, Automotive Repair Shops, Retail Gasoline Outlets, Restaurants, Home Subdivisions with 10 or more housing units, Parking Lots 5,000 sq ft or more or with 25 or more parking spaces												
2B	Peak SW runoff discharge rates		X				Adopt standard in attachment 4 of the State General Permit	PM Design standard adopted	PD peak SW runoff discharge rates shall not exceed estimated predevelopment where increased runoff will result in increased potential for downstream erosion.	New development and redevelopment	Local Programs Napa St. Helena	
				X					PD peak SW runoff discharge rates shall not exceed estimated predevelopment where increased runoff will result in increased potential for downstream erosion.		Local Programs American Canyon Yountville Calistoga Napa County	

Table 6: Post-Construction Runoff Management Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
		03-04	04-05	05-06	06-07	07-08					
2C	Conserve natural areas		X				Adopt standard in attachment 4 of the State General Permit	PM Design standard adopted	Cluster development, limit clearing and grading, maximize trees and other vegetation.	New development and redevelopment	Local Programs Napa St. Helena
				X					Cluster development, limit clearing and grading, maximize trees and other vegetation.		Local Programs American Canyon Yountville Calistoga Napa County
2D	Minimize SW pollutants of concern		X				Adopt standard in attachment 4 of the State General Permit	PM Design standard adopted	Incorporate BMP's or combination of BMP's to reduce runoff of pollutants of concern to the MEP.	New development and redevelopment	Local Programs Napa St. Helena
				X					Incorporate BMP's or combination of BMP's to reduce runoff of pollutants of concern to the MEP.		Local Programs American Canyon Yountville Calistoga Napa County
2E	Protect slopes and channels		X						Plans must include BMP's to decrease potential of slopes and/or channels from eroding and impacting SW runoff.		Local Programs Napa St. Helena
				X					Plans must include BMP's to decrease potential of slopes and/or channels from eroding and impacting SW runoff.		Local Programs American Canyon Yountville Calistoga Napa County

Table 6: Post-Construction Runoff Management Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
		03-04	04-05	05-06	06-07	07-08					
2F	Provide SD system stenciling and signage		X				Adopt standard in attachment 4 of the State General Permit	PM Design standard adopted	Mark SD inlets with a sign or stencil that includes a brief statement that prohibits dumping into the SD system.		Local Programs Napa St. Helena
				X					Mark SD inlets with a sign or stencil that includes a brief statement that prohibits dumping into the SD system.		Local Programs American Canyon Yountville Calistoga Napa County
2G	Properly design outdoor material storage areas		X						Ensure outdoor storage areas do not contaminate SW runoff.		Local Programs Napa St. Helena
				X					Ensure outdoor storage areas do not contaminate SW runoff.		Local Programs American Canyon Yountville Calistoga Napa County

Table 6: Post-Construction Runoff Management Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
		03-04	04-05	05-06	06-07	07-08					
2H	Properly design trash storage areas		X				Adopt standard in attachment 4 of the State General Permit	PM Design standard adopted	Ensure trash storage areas do not contaminate SW runoff.	New development and redevelopment	Local Programs Napa St. Helena
				X					Ensure trash storage areas do not contaminate SW runoff.		Local Programs American Canyon Yountville Calistoga Napa County
2I	Provide proof of ongoing BMP maintenance		X						Ensure that PD BMP's are adequately maintained for the life of the project through maintenance agreements (see Tasks 3A to 3D below).		Local Programs Napa St. Helena
				X					Ensure that PD BMP's are adequately maintained for the life of the project through maintenance agreements (see Tasks 3A to 3D below).		Local Programs American Canyon Yountville Calistoga Napa County
2J	Design standards for structural of treatment control BMP's		X				Adopt standard in attachment 4 of the State General Permit		Require PD treatment control incorporate either a volumetric or flow-based treatment control standard to mitigate SW runoff.		Local Programs Napa St. Helena
				X			Adopt standard in attachment 4 of the State General Permit		Require PD treatment control incorporate either a volumetric or flow-based treatment control standard to mitigate SW runoff.		Local Programs American Canyon Yountville Calistoga Napa County

Table 6: Post-Construction Runoff Management Element

Activity/Best Management Practices	FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
	0	0	0	0	0					
	3	4	5	6	7					
	-	-	-	-	-					
	0	0	0	0	0					
	4	5	6	7	8					
Design Standards Attachment 4* - 100,000 sq. ft commercial										
2K	Properly design loading/unloading dock areas.		X			Adopt standard in attachment 4 of the State General Permit	PM Design standard adopted	Covers, reduce run-on and runoff, prohibit direct connections of depressed loading docks to SD system.	100,000 sq ft commercial.	Local Programs Napa St. Helena
				X						Local Programs American Canyon Yountville Calistoga Napa County
2L	Properly design repair/maintenance bays		X			Adopt standard in attachment 4 of the State General Permit	PM Design standard adopted	Design to eliminate run-on and runoff of SW, prohibit direct connections to the SD system.	100,000 sq ft commercial.	Local Programs Napa St. Helena
				X						Local Programs American Canyon Yountville
2M	Properly design vehicle/equipment wash areas		X			Adopt standard in attachment 4 of the State General Permit	PM Design standard adopted	Self-contained and/or covered, equipped with pretreatment facility, and properly connected to sanitary sewer or other appropriately permitted disposal facility.	100,000 sq ft commercial.	Local Programs Napa St. Helena
				X						Local Programs American Canyon Yountville

City of American Canyon and NCSWMP - Action Plan FY 03/04 to 07/08

Table 6: Post-Construction Runoff Management Element

Activity/Best Management Practices	FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
	0	0	0	0	0					
	3	4	5	6	7					
	-	-	-	-	-					
	0	0	0	0	0					
	4	5	6	7	8					
Design Standards Attachment 4* - Restaurants										
2N	Properly design equipment/accessory wash areas		X			Adopt standard in attachment 4 of the State General Permit	PM Design standard adopted	Self-contained, equipped with grease trap and properly connected to sanitary sewer; outdoor wash areas must be covered, paved, have secondary containment, and be connected to the sanitary sewer or other appropriately permitted disposal facility.	Food service facilities.	Local Programs Napa St. Helena
			X		Local Programs American Canyon Yountville Calistoga					
Design Standards Attachment 4* - Retail gasoline outlets										
2O	Properly design fueling area		X			Adopt standard in attachment 4 of the State General Permit	PM Design standard adopted	Fueling area properly covered, paved with smooth impervious surface, designed to reduce run-on and runoff.	Retail gasoline outlets	Local Programs Napa St. Helena
			X		Local Programs American Canyon Yountville					
Design Standards Attachment 4* - Automotive repair shops										
2P	Properly design fueling area		X			Adopt standard in attachment 4 of the State General Permit	PM Design standard adopted	Fueling area properly covered, paved with smooth impervious surface, designed to reduce run-on and runoff.	Automotive repair shops.	Local Programs Napa St. Helena
			X		Local Programs American Canyon Yountville					
2Q	Properly design repair/maintenance bays		X				PM Design standard adopted	Must be indoors, designed to eliminate runoff and runoff of SW, prohibit direct connections to the SD system.	Automotive repair shops.	Local Programs Napa St. Helena
			X		Local Programs American Canyon Yountville Calistoga Napa County					

Table 6: Post-Construction Runoff Management Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
4	5	6	7	8							
2R	Properly design vehicle/equipment wash areas		X				Adopt standard in attachment 4 of the State General Permit	PM Design standard adopted	Self-contained and/or covered, equipped with pretreatment facility, and properly connected to sanitary sewer or other appropriately permitted disposal facility.		Local Programs Napa St. Helena
				X							Local Programs American Canyon Yountville Calistoga Napa County
2S	Properly design loading/unloading dock areas.		X						Covers, reduce run-on and runoff, prohibit direct connections of depressed loading docks to SD system.		Local Programs Napa St. Helena
				X							Local Programs American Canyon Yountville Calistoga Napa County

Table 6: Post-Construction Runoff Management Element

Activity/Best Management Practices	FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers		
	0	0	0	0	0							
	3	4	5	6	7							
	-	-	-	-	-							
	0	0	0	0	0							
4	5	6	7	8								
Design Standards Attachment 4* - Parking Lots												
2T	Properly designing parking areas		X			Adopt standard in attachment 4 of the State General Permit	PM Design standard adopted	Reduce impervious surfaces of parking areas; infiltrate or treat runoff.	Parking lots	Local Programs Napa St. Helena		
				X					Reduce impervious surfaces of parking areas; infiltrate or treat runoff.	Parking lots	Local Programs American Canyon Yountville Calistoga Napa County	
2U	Properly design to limit oil contamination and perform maintenance		X						Treat to remove oil and petroleum hydrocarbons at heavily used parking lots ensure adequate operation and maintenance of treatment systems.		Local Programs Napa St. Helena	
				X					Treat to remove oil and petroleum hydrocarbons at heavily used parking lots ensure adequate operation and maintenance of treatment systems.	Parking lots	Local Programs American Canyon Yountville Calistoga Napa County	
2V	Consider other appropriate design standards.		X					Identify and develop other design standards appropriate to community.	PM Additional design standards considered to protect water quality identified.	Stormwater quantity and quality from new development and redevelopment	New development and redevelopment.	Local Programs Napa St. Helena
				X								

Table 6: Post-Construction Runoff Management Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
		4	5	6	7	8					
3. Plan Review Process											
3A	Develop plan review process						Review and revise plan review process to incorporate new requirements for Post-construction. Plan review process includes a checklist and instructions.	PM Plan review process revised to incorporate new requirements for post-construction.	Ensure that new development and redevelopment projects over 1 acre implement BMP's to the MEP to reduce or eliminate long term nonstormwater runoff.	Planners and developers.	Local Programs Napa St. Helena
							Review and revise plan review process to incorporate new requirements for Post-construction. Plan review process includes a checklist and instructions.	PM Plan review process revised to incorporate new requirements for post-construction.			Local Programs American Canyon Yountville Calistoga Napa County
	3B	Develop training program						Develop training program on new revised plan review process.			PM Training program developed.
3C	Implement training program						Implement training program for revised plan review process.	PM Inspection program implemented. Ensure that 100% of the participants understand the requirements. Hold one training session per year.			

City of American Canyon and NCSWMP - Action Plan FY 03/04 to 07/08

Table 6: Post-Construction Runoff Management Element

Activity/Best Management Practices		FY						Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0						
		3	4	5	6	7						
		-	-	-	-	-						
		0	0	0	0	0						
4	5	6	7	8								
3D	Adopt plan review process.							Adopt revised plan review process.	PM Process implemented; require all construction sites > 1 acre to incorporate appropriate structural and/or nonstructural controls to the MEP.	Ensure that new development and redevelopment projects over 1 acre implement BMP's to the MEP to reduce or eliminate long term nonstormwater runoff.	Planners and developers.	All Local Programs
				X								
3E	Evaluation and assessment						X	Evaluate effectiveness of local design standards. Assess the need for additional standards.	PM Evaluation and assessment every 2 years.			
4. Long-term Maintenance												
4A	Develop O&M standards for BMP's.			X				Develop maintenance standards for Post-Construction BMP's.	PM O&M standards developed.	Prompt inspection and maintenance of structural controls will reduce discharge of polluted water into the storm drain system and help comply with SWMP.	PW staff, homeowners, businesses.	County-wide Program NCFCWCD
							X					
4B	Identify all structural controls operated by the Municipality.			X				Locate, map, photograph and describe the site conditions of the structural controls. Group the different structural controls with their respective BMPs in a final report.	PM Completed report.	Prompt inspection and maintenance of structural controls will reduce discharge of polluted water into the storm drain system and help comply with SWMP.	Maintenance staff	Local Programs Napa Yountville St. Helena Calistoga Napa County
							X					

City of American Canyon and NCSWMP - Action Plan FY 03/04 to 07/08

Table 6: Post-Construction Runoff Management Element

Activity/Best Management Practices		FY						Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0						
		3	4	5	6	7						
		-	-	-	-	-						
		0	0	0	0	0						
4	5	6	7	8								
4C	Develop inspection and maintenance schedule.				X			Develop an inspection and maintenance schedule to maximize efficiency and minimize labor requirements.	PM Completed inspection and maintenance schedule.	Prompt inspection and maintenance of structural controls will reduce discharge of polluted water into the storm drain system and help comply with SWMP.	Maintenance staff	All Local Programs
4D	Train maintenance staff.				X			Develop a training program on proper inspection and maintenance of structural controls, BMPs, and record keeping.	PM Use post test to ensure workers understand training materials and measurable goals. Check records quarterly to ensure compliance with schedule and BMPs 80% of the time.			All Local Programs
4E	Implement maintenance schedule.				X	X	X	Inspect and maintain structural controls according to implementation schedule.	PM Check records to ensure compliance with schedule and BMPs 80% of the time.			Prompt inspection and maintenance of structural controls will reduce discharge of polluted water into the storm drain system and help comply with SWMP.
4F	Develop policy	X						Develop policy to ensure long-term maintenance of BMP's	PM Policy developed.	Ensure that BMP's are properly operated and maintained for the life of the development.	Developers	All Local Programs
					X						City maintenance staff	Local Program American Canyon
4G	Implement policy		X					Implement policy to ensure long-term maintenance of BMP's	PM Policy implemented.		Developers	All Local Programs
							X					City maintenance staff

Table 6: Post-Construction Runoff Management Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message/Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
		4	5	6	7	8					
5. Outreach											
5A	Workshop						Hold annual workshop explaining new requirements and the appropriate use and maintenance of structural and nonstructural control measures.	PM Annual workshops held. EM Attendance.	Long-term runoff management requirements for new and redevelopment. Sediment, oil and grease, trash, fertilizer and pesticides.	Planners, developers, contractors, architects.	County-wide Program NCFCWCD
			X	X	X	X					

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 7: Municipal Operations Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s) and Pollutants Addressed	Targeted Audience(s)	Implementers	
		03	04	05	06	07						
		-	-	-	-	-						
		04	05	06	07	08						
1. Street Sweeping												
1A	Street sweep according to Table 8.	X	X	X	X	X	Street sweep according to schedule in Table 8.	PM Review records quarterly to ensure compliance to schedule in Table 1 80% of the time.	Oil and grease, metals garbage, fertilizer, dirt, and leaves.	Street sweeping department	All Local Programs	
	Street sweeping				X	X	X	Sweep residential and commercial streets.			PM Twice monthly.	Local Program American Canyon
1B	Develop O&M Standards	X					Develop O&M standards for street sweepers to reduce pollutants.	PM O&M standards developed.	Ensure operation of cleaning equipment per manufacturer's directions and proper storage/disposal of material.		County-wide Program NCFCWCD	
1C	Record Keeping		X				Develop and use forms to report the miles swept, area covered, volume or weight of material collected, and problems associated with sweeping (e.g. parked cars, leaves, trees, etc)	PM Forms developed.				Data used to evaluate performance and effectiveness of sweeping program.
1D			X				Develop and use forms to track maintenance of street sweeping equipment (e.g. equipment adjustments, parts replacements, etc)					
1E	Sweeping Program Evaluation				X	X	Evaluate effectiveness of program and make recommendations for improvement (e.g. alter scheduling, frequency, address parked cars, etc.) based on data collected.	PM Evaluation completed, report with recommendations produced annually. EM Recommendations made.			All Local Programs	
1F	Implement improvements					X	Improve frequency and scheduling of sweeping as appropriate.	PM Improvements implemented				

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 7: Municipal Operations Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s) and Pollutants Addressed	Targeted Audience(s)	Implementers
		03-04	04-05	05-06	06-07	07-08					
1G	Staff and contractor		X	X	X	X	Annually train municipal staff and contract sweepers on O&M standards, measurable goals, implementation plans, and record keeping. Use pre and post survey to gauge staffs knowledge of O&M standards and record-keeping practices.	PM All relevant staff and contractors trained annually. EM Staff understanding of O&M standards and record-keeping practices.	Contract Sweepers: Comply with terms of contract in order to assure maximum removal of pollutants from streets. Municipal staff: Comply with implementation plans.	Street sweepers	All Local Programs
1H	Parked and abandoned vehicles		X				Assess which areas have high numbers of parked cars reducing street sweeping effectiveness.	PM Assessment completed.	Help ensure clean streets by parking cars outside of street sweeping areas on sweeping days.	Businesses and residents	Local Programs City of Napa County of Napa
				X							
1I				X			Develop two different outreach programs to reduce parked cars that interfere with sweeping.	PM 2 pilot programs implemented			Local Program American Canyon
1J				X			Identify areas to pilot outreach program.	PM Areas identified			Local Programs American Canyon Napa Napa County
1K					X		Implement pilot programs in areas with high numbers of parked cars.	PM Pilot programs implemented.			
1L						X	Evaluate success of pilot programs to determine if full implementation is desirable. Success = measurable decrease in average number of cars on streets.	PM Completed evaluation. EM % increase in sweepable area.			

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 7: Municipal Operations Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s) and Pollutants Addressed	Targeted Audience(s)	Implementers
		03-04	04-05	05-06	06-07	07-08					
		04	05	06	07	08					
1M	Leaves during Leaf Season		X				Assess which areas have high volume of leaves during Leaf Season	PM Completed assessment.	Excessive leaves reduce sweeping effectiveness.	Street sweeping department and residents	Local Programs Napa Napa County Local Program American Canyon Local Programs Napa Napa County Local Program American Canyon Local Programs American Canyon Napa Canyon Napa Napa County
				X							
1N			X				Investigate and evaluate at least two appropriate leaf handling methods. Prioritize methods for pilot programs.	PM Evaluation and prioritization of leaf handling methods.			
				X							
1O				X			Implement pilot programs to reduce volume of leaves on streets.	PM Measures implemented			
1P					X		Evaluate success of pilot programs	PM Evaluation completed EM Increase sweepable areas by 10%.			
1Q						X	Implement most effective program to reduce leaves on streets.	PM Program implemented EM Increase total sweepable areas by 25% over 2 years.			

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 7: Municipal Operations Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s) and Pollutants Addressed	Targeted Audience(s)	Implementers
		03-04	04-05	05-06	06-07	07-08					
1R	Trees near streets		X				Assess the miles of streets that have trees interfering with street cleaning.	PM Assessment completed.	Trees interfering with sweeping operations.	Street sweeping department	Local Programs City of Napa County of Napa
				X							Local Programs American Canyon
1S			X				Investigate and evaluate at least two appropriate methods to reduce tree interference with street cleaning. Prioritize methods for pilot programs.	PM Methods evaluated and prioritized.			Local Programs City of Napa County of Napa
				X							Local Programs American Canyon
1T				X			Pilot measures to reduce tree interference with street cleaning.	PM Methods implemented			Local Programs American Canyon Napa Napa County
1U					X		Evaluate success of pilot programs	PM Evaluation completed. EM Increase sweepable areas by 25%.			

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 7: Municipal Operations Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s) and Pollutants Addressed	Targeted Audience(s)	Implementers
		03-04	04-05	05-06	06-07	07-08					
1V	Trees near streets				X		Expand pilot programs to other areas if successful.	PM Pilot program implemented. EM Increase total sweepable areas by 25% over 2 years. Evaluate mid-term.	Trees interfering with sweeping operations.	Street sweeping department	Local Programs City of Napa County of Napa City of American Canyon
2. Storm Drain Maintenance											
2A	Develop maintenance standards	X					Develop maintenance standards for handling and disposal of SD debris.	PM Standards developed	Leaves, trash, sediment, oil	Municipal staff	County-wide Program NCFCWCD
								PM Standards developed and documented.			Local Program American Canyon
2B	Training	X	X	X	X	X	Train municipals staff on use of BMP's.	PM All relevant staff trained annually			All Local Programs
2C	Routine Inspection and Cleaning	X	X	X	X	X	Inspect and clean SD's according to Table 8.	PM Review records quarterly to ensure compliance to schedule in Table 8 80% of the time.			Local Program American Canyon
							Inspect and clean SD's annually.	PM1 Inventory City storm drain facilities. PM2 Review maintenance records to ensure 80% of storm drain			
2D				X			Assess the need for more frequent cleaning of stormdrains.	PM Assessment completed. EM Recommendations made.			All Local Programs

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 7: Municipal Operations Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s) and Pollutants Addressed	Targeted Audience(s)	Implementers
		03	04	05	06	07					
		-	-	-	-	-					
		04	05	06	07	08					
2E	Storm Drain Stenciling Maintenance			X	X	X	Install markers on existing inlets and maintain legibility of existing storm drain markers.	PM Develop and document marker maintenance protocols.	Leaves, trash, sediment, oil	Municipal staff	Local Programs American Canyon St. Helena
3. Stormwater Pump Stations											
3A	Develop maintenance standards	X					Develop maintenance standards to minimize or eliminate pollutants	PM Standards developed.	Sediment and oil	Pump station maintenance crew	Local Programs City of Napa
3B	Train municipal staff	X	X	X	X	X	Educate all personnel responsible for SW pump stations about these maintenance standards.	PM All relevant staff trained annually			
3C	Visual Inspections	X	X	X	X	X	Inspect wet wells and forebays for oil spills or other pollutant discharges.	PM Once in June and once in August; Once/month Oct - April.			
3D	Maximize pollutant removal prior to discharge.	X	X	X	X	X	Conduct comprehensive cleaning of wet wells.	PM Pump stations cleaned annually; prior to wet season.			
4. Litter Control											
4A	Services	X	X	X	X	X	Provide litter receptacles in litter source areas and empty regularly to prevent spills.	PM Receptacles provided and maintained.	Litter	Public	All Local Programs
4B	Assessment		X				Document areas targeted for litter removal and assess the need for additional/better trash receptacles or more frequent collection.	PM Assessment completed EM Recommendations made.			Local Programs City of Napa County of Napa
				X							Local Program American Canyon

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 7: Municipal Operations Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s) and Pollutants Addressed	Targeted Audience(s)	Implementers
		03-04	04-05	05-06	06-07	07-08					
4C	Education		X		X		Label litter receptacles with anti-littering message	PM 25% of receptacles by 2nd year; 50% by 4th year.	Litter	Public	Local Programs City of Napa County of Napa
4D	Develop strategy			X			Develop strategy for placing litter and pet waste signs.	PM Strategy developed for placing litter and pet waste signs/bags	Litter and Pet Waste		All Local Programs
	Implement strategy			X	X	X	Implement litter and pet waste strategy.	PM Implement strategy EM Number of pet waste bags used.	Litter and pet waste		
4E	Inventory trouble spots.			X			Inventory litter trouble spots.	PM Document trouble spots EM Trouble spots cleaned weekly.	Litter		

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 7: Municipal Operations Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s) and Pollutants Addressed	Targeted Audience(s)	Implementers
		0	0	0	0	0					
		3	4	5	6	7					
		-	-	-	-	-					
		0	0	0	0	0					
4	5	6	7	8							
5. Corporation Yards											
5A	Prepare SWPPP					Develop a map that shows all facilities, potential sources of pollution, and direction of drainage	PM Map and inventory developed	Sediment, oil, paints, chemicals, litter.	Municipal staff	Local Programs	
			X								Local Program
				X		American Canyon					
5B				X		Develop a plan for SW management. Includes necessary capital improvements, O&M standards, and training programs.	PM SWPPP developed with timeline for implementation.			All Local Programs	
5C				X	X	Implement items from SWPPP.	PM Items implemented over three to five year period. EM Number and types of BMP's implemented			Local Program	
				X						American Canyon	
5D	Incoporate post construction BMP into Corporation Yard improvements.				X	Review construction drawings for corporation yard improvements.	PM Incorporate post constuction BMPs into site design.		Public Works and Engineering	Local Program	
										American Canyon	
6. Road Maintenance											
6A	Education and outreach	M	X			Conduct public workshop on designing and maintaining roads to reduce pollution.	PM Workshop held. Attended by at least one planner and one PW supervisor from Napa County. EM Workshop attendance, feedback.	Sediment	Municipal staff, planners, contractors, and landowners	County-wide Program	
										NCFCWCD	

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 7: Municipal Operations Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s) and Pollutants Addressed	Targeted Audience(s)	Implementers
		03-04	04-05	05-06	06-07	07-08					
6B	Develop maintenance standards	X					Develop maintenance standards for roads	PM Standards developed	Sediment, asphalt	Municipal staff	County-wide Program Napa County PW
				X				PM Standards developed and documented.			Local Program American Canyon
6C	Training	X	X	X	X	X	Train employees on O&M standards for roads. Post-survey used to evaluate staff understanding of BMP's.	PM All relevant staff trained annually.	Sediment, asphalt	Municipal staff	All Local Programs
7. Creek and Ditch maintenance											
7A	Develop maintenance standards	X					Develop maintenance standards for the work in and near waterways.	PM Maintenance-standards developed	Sediment, gas, oil, leaves	Municipal staff and contractors	County-wide Program NCFCWCD
7B	Record-keeping	X					Develop forms to track stream and channel conditions, maintenance work conducted, and inspections to ensure work was conducted according to standards.	PM Forms and database developed EM % of work done according to standards.			Local Program American Canyon
				X							County-wide Program NCFCWCD American Canyon
7C	Training	X	X	X	X	X	Train all relevant staff and contractors on maintenance standards.	PM All relevant staff trained annually.			

City of American Canyon and NCSWMP - FY 03/04 to 07/08

Table 7: Municipal Operations Element

Activity/Best Management Practices		FY					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s) and Pollutants Addressed	Targeted Audience(s)	Implementers
		03	04	05	06	07					
		-	-	-	-	-					
		04	05	06	07	08					
8. Parks and Recreation Facilities											
8A	Assessment		X	X	X	X	Assess the condition of parks and related facilities (e.g. erosion, chemical use, etc.)	PM Assessment completed for one park/agency per year	Pesticides, nutrients, sediment, organic matter, fuels, oils	Maintenance crews	All Local Programs
8B	Develop maintenance standards		X				Develop O&M standards for park and recreation facility maintenance.	PM O&M standards developed			County-wide Program NCFCWCD
8C	Training		X	X	X	X	Train all appropriate employees on O&M standards and use of BMP's. Use a post-training quiz to ensure staff understand use of BMP's.	PM All relevant staff trained annually. EM Staff understanding of O&M standards and use of BMP's.			All Local Programs
9. Other Municipal Activities											
9A	Prioritize			X			Prioritize all other municipal activities that could affect SW.	PM Municipal activities prioritized.	Pesticides, nutrients, sediment, organic matter, fuels, oils, trash, paint	Public facilities and employees	All Local Programs
9B	Assessment				X		Assess facility conditions and operating procedures.	PM Assessment completed.			
9C	Develop maintenance standards					X	Compile BMP factsheets	PM Two municipal activities targeted per year.			County-wide Program NCFCWCD
9D	Training					X	Train appropriate personnel on use of BMP's for targeted activities.	PM All relevant staff trained annually for targeted activities.			All Local Programs

APPENDIX A

**Tables 1-6 City of Fort Bragg
Stormwater Management Program
FY 05/06 to 07/08**

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 1 - Public Education and Outreach Element

Activity/Best Management Practices	Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
1a. Characterize the General Public			X			Use census data to evaluate the demographics and assess appropriate languages to effectively provide educational material to the people of Fort Bragg.	PM: Census data will be collected, reviewed, and a strategy for alternate language public education materials will be presented in the annual report for FY 2005/2006. EM: Public education materials include alternate language materials for audiences where census data indicates that more than 10 percent of the population may use English as a secondary language.		Alternate language audiences to be determined	Public Works Engineering
1b. Outreach to Public Officials				X	X	Present annual progress reports to City officials.	PM: The SWMP annual report will be presented by the SWMP manager to City officials by the end of October annually. EM: Program compliance status is presented. Compliance deficiencies, if any, are addressed.	NPDES permit requirements, SWMP implementations, measurable goals, program evaluation.	City Officials	Director of Public Works - Dave Goble
1c. Stormwater Website				X	X	Develop a website that has stormwater quality information available to the community on topics including local regulations, pollution prevention practices, public outreach events, workshops and trainings, clean-up events, used oil and filters recycling.	PM: The website shall be developed and include stormwater quality information beginning in FY 2006/2007. EM: Record the number of site visits annually and report number in the annual report.	Only rain down the drain. Household pollutant prevention practices. Proper disposal of hazardous waste materials. Used oil and filter recycling or disposal.	General Public	Public Works Engineering
1d. Outreach to General Public			X	X	X	Outreach materials will be made available to the residential population which includes information on household pollutants and pollution prevention practices, local regulations and compliance assistance, recycling, hazardous waste disposal, and illicit discharge reporting (hotline number).	PM1: Outreach materials will be available at public agency counters and public events by the end of FY 2005/2006. PM2: One water quality related article will be published in the local newspaper semi-annually beginning FY2005/2006.	Only rain down the drain. Household pollutant prevention practices. Proper disposal of hazardous waste materials. Used oil and filter recycling or disposal.	General Public	Public Works Engineering

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 1 - Public Education and Outreach Element

Activity/Best Management Practices	Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
1e. Community Events			X	X	X	Provide outreach to the public at two local community events annually.	PM: Provide outreach to the residential public at two community events annually.	General Public	General Public	Public Works Engineering
1f. Stormwater Classroom Presentations			X	X	X	Two fifth grade classroom presentations will be conducted annually by the City of Fort Bragg.	PM: Conduct two classroom presentations annually to fifth grade classes in the City. EM: Conduct verbal surveys to assess the student's knowledge of pollution prevention prior to and after the presentations.	Only rain down the drain. Household pollutant prevention practices. Pollution impacts our creeks and rivers. Everyone can make a difference.	Fifth grade children	Public Works Engineering
1g. Business Outreach			X	X		A multi-year public outreach effort will be conducted by the City to provide education to the businesses within Fort Bragg. A newsletter will be developed and distributed, by mailing, to all local businesses. A newsletter will be developed and distributed, by mailing, to all local businesses. Business specific outreach material will be sent to automobile service facilities, restaurants, landscape contractors, and landscape material providers.	PM1: Develop a general business outreach newsletter and mail to all businesses within the City during FY 2005/2006. PM2: Develop targeted business outreach material and mail to appropriate businesses during FY 2006/2007. EM: All businesses within the City have been provided with appropriate information on pollution prevention practices.	Sediment, grease, oil, paint, detergents, fertilizers, pesticides, etc.	Business owners and operators.	Public Works Engineering
1h. Construction Community				X		The City will sponsor or co-sponsor a training workshop to educate the development community and municipal staff on federal, state, and local water quality regulations, local requirements for project planning, design, and construction of projects and the implementation of temporary and post-construction best management practices (BMPs).	PM: Participate in conducting one construction industry training in FY 2006/2007.	Erosion, sediment, concrete, chemicals, heavy equipment fluids, lime, etc.	Designers, engineers, contractors, and developers	Public Works Engineering

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 2 - Public Involvement/Participation Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s) /Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
2a.	Public Comment on the SWMP			X			Provide an opportunity for business, industry, environmental and other public interest groups, and the general public to comment on and participate in the development and implementation of the SWMP.	PM: Provide public notice inviting the public to give input and comment on the City's Stormwater Management Program prior to its acceptance by the RWQCB. EM: Address public comments and incorporate appropriate comments into the Stormwater Management Program.	The SWMP is a community program.	General public, environmental groups, and businesses	Public Works Engineering
2b.	Storm Drain Marking			X	X	X	The City will provide the opportunity for environmental minded volunteers to assist the City maintenance crews by marking inlets with "drains to creek" and "drains to ocean" messages.	PM: Mail letters inviting participation in storm drain marking to community groups and organizations. EM: Report the number of persons and groups participating in storm drain marking, and the number of storm drains marked or maintained in the annual report.	Only rain down the drain. Storm drains flow to the creek.	General public	Public Works Maintenance

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 2 - Public Involvement/Participation Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s) /Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
2c.	Coast and Creek Cleanup Day			X	X	X	City maintenance staff and other City staff will initiate, coordinate, and provide equipment for volunteers to clean one or more beaches annually.	PM: Provide annual public notification of beach cleanup event and provide equipment and staff to coordinate and assist volunteers. EM: Measure the amount of trash and debris collected and the number of volunteers participating.	Trash, litter, debris	General Public Public Works Maintenance	Public Works Maintenance
2d.	Community Hotline			X	X	X	A phone number will be assigned and published in public outreach material to allow the public to report illicit discharges, illegal dumping, and other threats to water quality in the City of Fort Bragg.	PM: The hotline phone number will be assigned and published in public outreach material beginning in FY 2005/2006. EM: Track the number of reports received and the investigative responses by City staff.	spills and illicit discharges, hazardous materials, trash, erosion, sediment	General Public	Public Works Maintenance

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 3 - Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
3a.	Legal Authority			X			Review existing ordinances for compliance with Phase II Permit requirements.	PM: Present written recommendations for ordinance modification to City officials during FY 2005/2006. EM: Modifications meet the minimum requirements of the NPDES Small MS4 Permit.	Non-storm water discharges are prohibited.	General Public, business owners, contractors, municipal maintenance staff	Public Works Engineering
3b.	Spill Response Plan				X		The City's procedures for spill response and spill investigation will be reviewed and documented in a Spill Response Plan (SRP). Response to emergency and non-emergency spills and discharges including hazardous and non-hazardous materials, spill and illicit discharge reporting, investigation, cleanup, enforcement actions, and staff training will be included in the SRP.	PM: The Spill Response Plan will be documented and training provided to all affected City staff during FY 2006/2007. EM: Provide a copy of the SRP to each employee.	hazardous materials, hydrocarbons, septic spills, litter, trash	Public Works Maintenance, Emergency Response Personnel	Public Works Maintenance, Fire Department

PM = Performance Measure

EM = Effectiveness Measure

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 3 - Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
3c.	Storm Drain System Mapping			X	X	X	Update the drainage system map annually to include new drainage system improvements due to new development and capital improvement projects.	PM: Update the drainage system map annually to include new drainage system improvements due to new development and capital improvement projects. EM: Document the use of the updated storm drainage system mapping by various City staff in performing routine and unique activities which improve stormwater quality in the City of Fort Bragg.	Illicit discharges, sediment	Public Works Maintenance, Public Works Engineering	Public Works Engineering
3d.	Storm Drain Inlet Markers			X	X	X	City staff will continue to require markings on drainage inlets constructed or modified by new construction. Markers will be placed on all existing storm drain inlets during routine maintenance and visual screening efforts. City maintenance staff will assist volunteers in storm drain marking by providing materials, training, and locations of storm drains.	PM: Markings to be placed on all drainage inlets by the end of FY 2007/2008. A minimum of one-third of the total markers will be placed in each of FY 2005/2006 and FY2006/2007.	Drains to creek, drains to ocean	Public Works Maintenance, General Public	Public Works Maintenance

PM = Performance Measure
EM = Effectiveness Measure

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 3 - Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
3e.	Illicit Discharge Detection and Elimination				X	X	City staff will develop a written procedure for routine inspection of the storm drainage system and monitoring for sediment and other illicit discharges. A system will be developed to track reported discharges, violations, violators, type of response, cleanup efforts, and enforcement actions conducted.	PM1: Procedure documentation and staff training will be completed in FY 2005/2006. PM2: Illicit discharge tracking system will be completed in FY 2006/2007. EM: All maintenance staff shall receive a copy of the written procedures and receive training. Report the number of spills/discharges, type of spill/discharge, and the type of enforcement action taken to gain compliance in the annual report.	hazardous materials, hydrocarbons, septic spills, litter, trash, other illicit discharges	Public Works Maintenance, Public Works	Public Works Maintenance
3f.	Business Outreach			X			The City will distribute educational materials to target businesses during permit term through a newsletter.	PM: Newsletter will be mailed to all businesses by during FY 2005/2006.	Non-storm water discharges are prohibited. Pollution prevention practices for controlling pollutants in stormwater.	Business owners, General Public, Public Works	Public Works Engineering

PM = Performance Measure

EM = Effectiveness Measure

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 3 - Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
3g.	Exempt Non-Storm Water Discharges			X	X		<p>Certain non-storm water discharges are exempt from discharge prohibitions and are listed in Section D.2.c.6 of the Small MS4 General Permit. City staff will review these exempt discharges with the RWQCB to determine if they are identified as significant sources of pollutants to waters of the United States.</p> <p>Discharge activities identified as significant sources of pollution will be addressed by the City by implementing BMP requirements for each identified source.</p>	<p>PM: During FY 2005/2006, coordinate with RWQCB staff to determine which, if any, exempt discharges are considered significant pollutant sources requiring BMPs. EM: City staff will develop BMPs each exempt discharge identified by the RWQCB as a significant pollutant source prior to the end of FY 2006/2007.</p>	Certain exempt non-storm water discharges may require BMPs.	General Public, business owners, contractors, municipal maintenance staff	Public Works Engineering

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08
Table 4 - Construction Site Stormwater Runoff Control Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
4a.	Legal Authority			X			City staff will review the current grading, erosion and sediment control, and stormwater regulations for compliance with NPDES Phase II Permit requirements, for continuity with SWMP implementation, and to assure enforcement authority	PM: Review current ordinance provisions for compliance with NPDES Phase II Permit requirements and present written recommendations for ordinance modifications to the Director of Public Works prior to the end of FY 2005/2006. EM: Adopting recommended ordinance modifications will allow compliance with NPDES Phase II Permit requirements.	BMPs are required on construction sites to control pollutants, erosion, sediment, trash, oil, pH, other non-stormwater discharges	Construction sites, contractors, developers, City inspection staff	Public Works Engineering
4b.	Project Planning			X			City planning staff will review current planning conditions and modify as necessary to condition planned projects for erosion, sediment, and other temporary and permanent stormwater quality control practices to reduce pollutants from development projects to the MEP.	PM: Report Planning Department changes in project condition language in the Annual Report for FY 2005/2006. EM: Condition all projects to address impacts to stormwater quality.	Temporary and permanent BMPs are required on development projects prevent construction pollutants from leaving the construction site. Erosion, sediment, oils, septic waste, concrete waste, trash, other non-stormwater discharges.	Planning staff, designers, engineers, developers	Community Development - Planning

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08
Table 4 - Construction Site Stormwater Runoff Control Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
4c.	Plan Review			X	X	X	Plan review staff will review the current plan review checklist to include specific erosion, sediment, and other temporary and permanent pollution control measures.	PM1: Review and update the plan checklist of pollution controls for use on construction projects in FY 2005/2006. PM2: Review plan review checklist annually and modify to improve the effectiveness of the required control measures. Annual modifications to the checklist will be reported in the SWMP annual reports. PM3: Review and revise the City improvement standards by the end of FY 2007/2008. EM: Inspection staff is included, and has input, in the annual review of the plan review checklist and the modification and revision of	Temporary and permanent BMPs are required on active construction sites to prevent construction pollutants from leaving the construction site. Erosion, sediment, oils, septic waste, concrete waste, trash, other non-stormwater discharges.	Planning staff, designers, engineers, developers	Public Works, Engineering

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08
Table 4 - Construction Site Stormwater Runoff Control Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
4d.	Construction Site Inspection			X	X	X	Construction sites in the City of Fort Bragg will be inspected for adequate and proper installation and maintenance of construction site BMPs including temporary construction BMPs and long-term (post-construction) treatment controls.	PM1: Develop an inspection checklist of erosion, sediment, and other pollution controls during FY 2005/2006. PM2: Update inspection checklists annually and report changes in the annual report. PM3: Document one pre-wet season (prior to November 1) inspection of each active construction site annually. EM: Report the number of sites inspected during the pre-wet season inspections and the number or percentage of sites in compliance.	Temporary and permanent BMPs are required on development projects prevent construction pollutants from leaving the construction site. Erosion, sediment, oils, septic waste, concrete waste, trash, other non-stormwater discharges.	Public Works, Engineering, Inspection staff	
4e.	Outreach and Education			X	X	X	The City will develop educational and guidance materials to increase the awareness of the construction and development community on State and local regulations. Outreach will be conducted to the private development community as well as to municipal staff. See activity 1h under public outreach to the construction community for performance and effectiveness measures for the City sponsored workshop.	PM: City planning, plan review, and inspection staff will attend one stormwater quality training annually where stormwater BMPs are addressed. Document staff training. EM: All affected City staff attend annual workshops.	Temporary and permanent BMPs are required on development projects prevent construction pollutants from leaving the construction site. Erosion, sediment, oils, septic waste, concrete waste, trash, other non-stormwater discharges.	Public Works, Engineering, Community Services Planning	Public Works, Engineering, Inspection staff

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08
Table 4 - Construction Site Stormwater Runoff Control Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
4f.	Public Input			X			City staff will provide an opportunity for professional designers, contractors, and developers to have input on required BMPs for project plans and use on construction sites.	PM1: Mail draft copies of the plan review and inspection checklists to local and project design professionals, contractors, and developers who have done work in or with the City in the past three years. PM2: Include the mailing list in the annual report for FY 2005/2006. EM: Consider public input and incorporate appropriate comments in the checklists.	Temporary and permanent BMPs are required on development projects to prevent construction pollutants from leaving the construction site. Erosion, sediment, oils, septic waste, concrete waste, trash, other non-stormwater discharges.	Designers, engineers, developers, general public	Public Works, Engineering, Inspection staff

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 5 - Post Construction Storm Water Management Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
5a.	Legal Authority			X			Review the City's stormwater ordinance and modify as necessary to require the new development and re-development projects, disturbing more than one acre, to include post-construction water quality controls and practices.	PM: Review the stormwater ordinance and submit recommended ordinance modifications to the Public Works Director during FY 2005/2006. EM: Adopt recommended ordinance modifications within one year of submittal to the Director of Public Works.	Development and redevelopment projects over 1 acre in size are required to implement, monitor, and maintain long term BMPs. Sediment, oil, grease, trash, fertilizer, and pesticides.	Designers, engineers, contractors, developers	Public Works Engineering, Community Development Planning
5b.	Plan Review					X	The City will develop procedures to condition development projects to provide post-construction practices, monitoring, and long term maintenance. City staff will review post-construction standards and practices in use in other municipal stormwater program and develop post construction standards or guidance documents for local use.	PM: Written guidance materials or standards will be available to the public by the end of FY 2006/2007.	Development and redevelopment projects over 1 acre in size are required to implement, monitor, and maintain long term BMPs. Sediment, oil, grease, trash, fertilizer, and pesticides.	Public Works, Public Works Maintenance, Engineering	Public Works Engineering, Community Development Planning

PM = Performance Measure
EM = Effectiveness Measure

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 5 - Post Construction Storm Water Management Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
5c.	BMP Maintenance				X	X	The City will inventory post-construction controls and develop a visual monitoring program for post-construction controls. Maintenance of post-construction controls will remain the responsibility of the project, project owner, or other continued maintenance agreement.	PM: Complete inventory and develop a visual monitoring program for post-construction controls in FY 2006/2007. EM: Monitor post-construction BMPs per visual monitoring plan.		Public Works Engineering, Public Works Maintenance	Public Works, Engineering
5d.	Outreach			X			The City will offer opportunities for public input in the development of post-construction control procedures or guideline. Developed procedures or guidelines will be shared with the development community through workshops, presentations at professional organizations, newsletters, and website.	PM: Mail draft copies of the draft procedures or guidance documents to local and project design professionals, contractors, and developers who have done work in or with the City in the past three years. Include the mailing list in the annual report for FY 2005/2006. EM: Consider public input and incorporate appropriate comments in the guidelines or procedures.	Development and redevelopment projects over 1 acre in size are required to implement, monitor, and maintain long term BMPs. Sediment, oil, grease, trash, fertilizer, and pesticides.	Designers, engineers, contractors, developers	Public Works, Public Works Maintenance, Engineering

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 6 - Municipal Operations Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
6a.	Street Sweeping			X	X	X	Continue street sweeping program and evaluate alternative equipment and sweeping schedules to optimize pollutant removal. Currently, streets are swept on a bi-weekly basis.	PM: Sweep streets bi-weekly. Track the amount of material collected during street sweeping operations.	Oil and grease, metals garbage, fertilizer, dirt, and leaves.	Public Works, Contracted Street Sweeper	Public Works Maintenance
6b.	Storm Drain Facilities			X			Review, update and document maintenance procedures for maintaining the storm drainage system. All maintenance staff will be trained annually on updated maintenance procedures.	PM1: Documented maintenance procedures will be completed during FY 2006/2007. PM2: Provide annual staff training. Record attendance and topics discussed at annual staff trainings. EM: All maintenance staff will receive a copy of the maintenance procedures. All maintenance staff attend annual training.	Oil and grease, metals garbage, fertilizer, dirt, trash, and leaves.	Public Works, Public Works Maintenance Staff	Public Works Engineering, Public Works Maintenance
6c.	Litter control			X	X	X	Continue to facilitate the annual fall coastal cleanup day conducted by the City and coordinated with State coast and creek cleanup activities. Continue to provide waste containers and garbage pickup in public areas prone to littering.	PM: Facilitate an annual clean-up day coordinated with regional coast and creek cleanup activities. EM: Public participation increases by 10 percent annually.	Litter, trash, debris	Public Works, Public Works Maintenance Staff, general public	Public Works Engineering, Public Works Maintenance

PM = performance Measure
EM = Effectiveness Measure

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 6 - Municipal Operations Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
6d.	Maintenance Activities				X	X	Review, develop and document maintenance procedures and activities to improve the reduction of pollutants generated by the municipal operation. Documented materials will include BMPs for routine municipal operations activities. Train all municipal staff, including field maintenance staff, on documented procedures and activities.	PM1: Documented maintenance procedures will be completed during FY 2006/2007. PM2: Provide annual training for the review of water quality practices during municipal maintenance activities. EM: All maintenance staff will attend annual trainings.	Oil and grease, metals garbage, fertilizer, dirt, trash, and leaves.	Public Works, Public Works Maintenance Staff	Public Works Engineering, Public Works Maintenance Staff
6e.	Creek Cleaning			X	X	X	City maintenance crews will continue to conduct routine creek and channel maintenance for flood control. Document creek and channel cleaning and maintenance procedures. Train maintenance staff annually on water quality practices during creek and channel maintenance activities.	PM1: Documented creek and channel maintenance procedures will be completed during FY 2006/2007. PM2: Train maintenance staff annually on water quality practices during creek and channel maintenance activities. EM: All maintenance staff will attend annual trainings.	Oil and grease, metals garbage, fertilizer, dirt, trash, and leaves.	Public Works, Public Works Maintenance Staff	Public Works Engineering, Public Works Maintenance

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 6 - Municipal Operations Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
6f.	Parks, Recreation, and Landscape Maintenance			X	X	X	Conduct a pollution assessment of all City parks to evaluate which parks require pollutant mitigation practices beyond the routine maintenance activities. Prioritize the list of parks needing additional BMPs. Develop a plan to address pollution impacts from City parks. Develop and document maintenance procedures which include water quality practices during routine maintenance activities. Assess maintenance operations to reduce pollution from sources such as erosion, excess irrigation runoff, fertilizer, and herbicide applications. Train maintenance staff on new and revised procedures. The City will install signs in public parks to inform the pet owners to pick up pet waste.	PM: Documented procedures will be completed during FY 2006/2007. Train all maintenance staff on maintenance procedures annually. One pet waste sign will be installed in each City park by FY 2007/2008. EM: All maintenance staff will attend annual trainings. All City parks have one or more pet waste signs.	Oil and grease, metals garbage, fertilizer, dirt, trash, lawn waste, fertilizers, pesticides, pet waste, and leaves.	Public Works, Public Works Maintenance Staff	Public Works Engineering, Public Works Maintenance

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 1 - Public Education and Outreach Element

Activity/Best Management Practices	Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
1a. Characterize the General Public			X			Use census data to evaluate the demographics and assess appropriate languages to effectively provide educational material to the people of Fort Bragg.	PM: Census data will be collected, reviewed, and a strategy for alternate language public education materials will be presented in the annual report for FY 2005/2006. EM: Public education materials include alternate language materials for audiences where census data indicates that more than 10 percent of the population may use English as a secondary language.		Alternate language audiences to be determined	Public Works Engineering
1b. Outreach to Public Officials				X	X	Present annual progress reports to City officials.	PM: The SWMP annual report will be presented by the SWMP manager to City officials by the end of October annually. EM: Program compliance status is presented. Compliance deficiencies, if any, are addressed.	NPDES permit requirements, SWMP implementations, measurable goals, program evaluation.	City Officials	Director of Public Works - Dave Goble
1c. Stormwater Website				X	X	Develop a website that has stormwater quality information available to the community on topics including local regulations, pollution prevention practices, public outreach events, workshops and trainings, clean-up events, used oil and filters recycling.	PM: The website shall be developed and include stormwater quality information beginning in FY 2006/2007. EM: Record the number of site visits annually and report number in the annual report.	Only rain down the drain. Household pollutant prevention practices. Proper disposal of hazardous waste materials. Used oil and filter recycling or disposal.	General Public	Public Works Engineering
1d. Outreach to General Public			X	X	X	Outreach materials will be made available to the residential population which includes information on household pollutants and pollution prevention practices, local regulations and compliance assistance, recycling, hazardous waste disposal, and illicit discharge reporting (hotline number).	PM1: Outreach materials will be available at public agency counters and public events by the end of FY 2005/2006. PM2: One water quality related article will be published in the local newspaper semi-annually beginning FY2005/2006.	Only rain down the drain. Household pollutant prevention practices. Proper disposal of hazardous waste materials. Used oil and filter recycling or disposal.	General Public	Public Works Engineering

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 1 - Public Education and Outreach Element

Activity/Best Management Practices	Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
1e. Community Events			X	X	X	Provide outreach to the public at two local community events annually.	PM: Provide outreach to the residential public at two community events annually.	General Public	General Public	Public Works Engineering
1f. Stormwater Classroom Presentations			X	X	X	Two fifth grade classroom presentations will be conducted annually by the City of Fort Bragg.	PM: Conduct two classroom presentations annually to fifth grade classes in the City. EM: Conduct verbal surveys to assess the student's knowledge of pollution prevention prior to and after the presentations.	Only rain down the drain. Household pollutant prevention practices. Pollution impacts our creeks and rivers. Everyone can make a difference.	Fifth grade children	Public Works Engineering
1g. Business Outreach			X	X		A multi-year public outreach effort will be conducted by the City to provide education to the businesses within Fort Bragg. A newsletter will be developed and distributed, by mailing, to all local businesses. A newsletter will be developed and distributed, by mailing, to all local businesses. Business specific outreach material will be sent to automobile service facilities, restaurants, landscape contractors, and landscape material providers.	PM1: Develop a general business outreach newsletter and mail to all businesses within the City during FY 2005/2006. PM2: Develop targeted business outreach material and mail to appropriate businesses during FY 2006/2007. EM: All businesses within the City have been provided with appropriate information on pollution prevention practices.	Sediment, grease, oil, paint, detergents, fertilizers, pesticides, etc.	Business owners and operators.	Public Works Engineering
1h. Construction Community				X		The City will sponsor or co-sponsor a training workshop to educate the development community and municipal staff on federal, state, and local water quality regulations, local requirements for project planning, design, and construction of projects and the implementation of temporary and post-construction best management practices (BMPs).	PM: Participate in conducting one construction industry training in FY 2006/2007.	Erosion, sediment, concrete, chemicals, heavy equipment fluids, lime, etc.	Designers, engineers, contractors, and developers	Public Works Engineering

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 2 - Public Involvement/Participation Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s) /Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
2a.	Public Comment on the SWMP			X			Provide an opportunity for business, industry, environmental and other public interest groups, and the general public to comment on and participate in the development and implementation of the SWMP.	PM: Provide public notice inviting the public to give input and comment on the City's Stormwater Management Program prior to its acceptance by the RWQCB. EM: Address public comments and incorporate appropriate comments into the Stormwater Management Program.	The SWMP is a community program.	General public, environmental groups, and businesses	Public Works Engineering
2b.	Storm Drain Marking			X	X	X	The City will provide the opportunity for environmental minded volunteers to assist the City maintenance crews by marking inlets with "drains to creek" and "drains to ocean" messages.	PM: Mail letters inviting participation in storm drain marking to community groups and organizations. EM: Report the number of persons and groups participating in storm drain marking, and the number of storm drains marked or maintained in the annual report.	Only rain down the drain. Storm drains flow to the creek.	General public	Public Works Maintenance

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 2 - Public Involvement/Participation Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s) /Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
2c.	Coast and Creek Cleanup Day			X	X	X	City maintenance staff and other City staff will initiate, coordinate, and provide equipment for volunteers to clean one or more beaches annually.	PM: Provide annual public notification of beach cleanup event and provide equipment and staff to coordinate and assist volunteers. EM: Measure the amount of trash and debris collected and the number of volunteers participating.	Trash, litter, debris	General Public Public Works Maintenance	Public Works Maintenance
2d.	Community Hotline			X	X	X	A phone number will be assigned and published in public outreach material to allow the public to report illicit discharges, illegal dumping, and other threats to water quality in the City of Fort Bragg.	PM: The hotline phone number will be assigned and published in public outreach material beginning in FY 2005/2006. EM: Track the number of reports received and the investigative responses by City staff.	spills and illicit discharges, hazardous materials, trash, erosion, sediment	General Public	Public Works Maintenance

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 3 - Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
3a.	Legal Authority			X			Review existing ordinances for compliance with Phase II Permit requirements.	PM: Present written recommendations for ordinance modification to City officials during FY 2005/2006. EM: Modifications meet the minimum requirements of the NPDES Small MS4 Permit.	Non-storm water discharges are prohibited.	General Public, business owners, contractors, municipal maintenance staff	Public Works Engineering
3b.	Spill Response Plan				X		The City's procedures for spill response and spill investigation will be reviewed and documented in a Spill Response Plan (SRP). Response to emergency and non-emergency spills and discharges including hazardous and non-hazardous materials, spill and illicit discharge reporting, investigation, cleanup, enforcement actions, and staff training will be included in the SRP.	PM: The Spill Response Plan will be documented and training provided to all affected City staff during FY 2006/2007. EM: Provide a copy of the SRP to each employee.	hazardous materials, hydrocarbons, septic spills, litter, trash	Public Works Maintenance, Emergency Response Personnel	Public Works Maintenance, Fire Department

PM = Performance Measure

EM = Effectiveness Measure

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 3 - Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
3c.	Storm Drain System Mapping			X	X	X	Update the drainage system map annually to include new drainage system improvements due to new development and capital improvement projects.	PM: Update the drainage system map annually to include new drainage system improvements due to new development and capital improvement projects. EM: Document the use of the updated storm drainage system mapping by various City staff in performing routine and unique activities which improve stormwater quality in the City of Fort Bragg.	Illicit discharges, sediment	Public Works Maintenance, Public Works Engineering	Public Works Engineering
3d.	Storm Drain Inlet Markers			X	X	X	City staff will continue to require markings on drainage inlets constructed or modified by new construction. Markers will be placed on all existing storm drain inlets during routine maintenance and visual screening efforts. City maintenance staff will assist volunteers in storm drain marking by providing materials, training, and locations of storm drains.	PM: Markings to be placed on all drainage inlets by the end of FY 2007/2008. A minimum of one-third of the total markers will be placed in each of FY 2005/2006 and FY2006/2007.	Drains to creek, drains to ocean	Public Works Maintenance, General Public	Public Works Maintenance

PM = Performance Measure
EM = Effectiveness Measure

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 3 - Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
3e.	Illicit Discharge Detection and Elimination				X	X	City staff will develop a written procedure for routine inspection of the storm drainage system and monitoring for sediment and other illicit discharges. A system will be developed to track reported discharges, violations, violators, type of response, cleanup efforts, and enforcement actions conducted.	PM1: Procedure documentation and staff training will be completed in FY 2005/2006. PM2: Illicit discharge tracking system will be completed in FY 2006/2007. EM: All maintenance staff shall receive a copy of the written procedures and receive training. Report the number of spills/discharges, type of spill/discharge, and the type of enforcement action taken to gain compliance in the annual report.	hazardous materials, hydrocarbons, septic spills, litter, trash, other illicit discharges	Public Works Maintenance, Public Works	Public Works Maintenance
3f.	Business Outreach			X			The City will distribute educational materials to target businesses during permit term through a newsletter.	PM: Newsletter will be mailed to all businesses by during FY 2005/2006.	Non-storm water discharges are prohibited. Pollution prevention practices for controlling pollutants in stormwater.	Business owners, General Public, Public Works	Public Works Engineering

PM = Performance Measure

EM = Effectiveness Measure

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 3 - Illicit Discharge Detection and Elimination Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
3g.	Exempt Non-Storm Water Discharges						<p>Certain non-storm water discharges are exempt from discharge prohibitions and are listed in Section D.2.c.6 of the Small MS4 General Permit. City staff will review these exempt discharges with the RWQCB to determine if they are identified as significant sources of pollutants to waters of the United States.</p> <p>Discharge activities identified as significant sources of pollution will be addressed by the City by implementing BMP requirements for each identified source.</p>	<p>PM: During FY 2005/2006, coordinate with RWQCB staff to determine which, if any, exempt discharges are considered significant pollutant sources requiring BMPs. EM: City staff will develop BMPs each exempt discharge identified by the RWQCB as a significant pollutant source prior to the end of FY 2006/2007.</p>	Certain exempt non-storm water discharges may require BMPs.	General Public, business owners, contractors, municipal maintenance staff	Public Works Engineering

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08
Table 4 - Construction Site Stormwater Runoff Control Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
4a.	Legal Authority			X			City staff will review the current grading, erosion and sediment control, and stormwater regulations for compliance with NPDES Phase II Permit requirements, for continuity with SWMP implementation, and to assure enforcement authority	PM: Review current ordinance provisions for compliance with NPDES Phase II Permit requirements and present written recommendations for ordinance modifications to the Director of Public Works prior to the end of FY 2005/2006. EM: Adopting recommended ordinance modifications will allow compliance with NPDES Phase II Permit requirements.	BMPs are required on construction sites to control pollutants, erosion, sediment, trash, oil, pH, other non-stormwater discharges	Construction sites, contractors, developers, City inspection staff	Public Works Engineering
4b.	Project Planning			X			City planning staff will review current planning conditions and modify as necessary to condition planned projects for erosion, sediment, and other temporary and permanent stormwater quality control practices to reduce pollutants from development projects to the MEP.	PM: Report Planning Department changes in project condition language in the Annual Report for FY 2005/2006. EM: Condition all projects to address impacts to stormwater quality.	Temporary and permanent BMPs are required on development projects prevent construction pollutants from leaving the construction site. Erosion, sediment, oils, septic waste, concrete waste, trash, other non-stormwater discharges.	Planning staff, designers, engineers, developers	Community Development - Planning

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08
Table 4 - Construction Site Stormwater Runoff Control Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
4c.	Plan Review			X	X	X	Plan review staff will review the current plan review checklist to include specific erosion, sediment, and other temporary and permanent pollution control measures.	PM1: Review and update the plan checklist of pollution controls for use on construction projects in FY 2005/2006. PM2: Review plan review checklist annually and modify to improve the effectiveness of the required control measures. Annual modifications to the checklist will be reported in the SWMP annual reports. PM3: Review and revise the City improvement standards by the end of FY 2007/2008. EM: Inspection staff is included, and has input, in the annual review of the plan review checklist and the modification and revision of	Temporary and permanent BMPs are required on active construction sites to prevent construction pollutants from leaving the construction site. Erosion, sediment, oils, septic waste, concrete waste, trash, other non-stormwater discharges.	Planning staff, designers, engineers, developers	Public Works, Engineering

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08
Table 4 - Construction Site Stormwater Runoff Control Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
4d.	Construction Site Inspection			X	X	X	Construction sites in the City of Fort Bragg will be inspected for adequate and proper installation and maintenance of construction site BMPs including temporary construction BMPs and long-term (post-construction) treatment controls.	PM1: Develop an inspection checklist of erosion, sediment, and other pollution controls during FY 2005/2006. PM2: Update inspection checklists annually and report changes in the annual report. PM3: Document one pre-wet season (prior to November 1) inspection of each active construction site annually. EM: Report the number of sites inspected during the pre-wet season inspections and the number or percentage of sites in compliance.	Temporary and permanent BMPs are required on development projects prevent construction pollutants from leaving the construction site. Erosion, sediment, oils, septic waste, concrete waste, trash, other non-stormwater discharges.	Public Works, Engineering, Inspection staff	
4e.	Outreach and Education			X	X	X	The City will develop educational and guidance materials to increase the awareness of the construction and development community on State and local regulations. Outreach will be conducted to the private development community as well as to municipal staff. See activity 1h under public outreach to the construction community for performance and effectiveness measures for the City sponsored workshop.	PM: City planning, plan review, and inspection staff will attend one stormwater quality training annually where stormwater BMPs are addressed. Document staff training. EM: All affected City staff attend annual workshops.	Temporary and permanent BMPs are required on development projects prevent construction pollutants from leaving the construction site. Erosion, sediment, oils, septic waste, concrete waste, trash, other non-stormwater discharges.	Public Works, Engineering, Community Services Planning	Public Works, Engineering, Inspection staff

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08
Table 4 - Construction Site Stormwater Runoff Control Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
4f.	Public Input			X			City staff will provide an opportunity for professional designers, contractors, and developers to have input on required BMPs for project plans and use on construction sites.	PM1: Mail draft copies of the plan review and inspection checklists to local and project design professionals, contractors, and developers who have done work in or with the City in the past three years. PM2: Include the mailing list in the annual report for FY 2005/2006. EM: Consider public input and incorporate appropriate comments in the checklists.	Temporary and permanent BMPs are required on development projects to prevent construction pollutants from leaving the construction site. Erosion, sediment, oils, septic waste, concrete waste, trash, other non-stormwater discharges.	Designers, engineers, developers, general public	Public Works, Engineering, Inspection staff

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 5 - Post Construction Storm Water Management Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
5a.	Legal Authority			X			Review the City's stormwater ordinance and modify as necessary to require the new development and re-development projects, disturbing more than one acre, to include post-construction water quality controls and practices.	PM: Review the stormwater ordinance and submit recommended ordinance modifications to the Public Works Director during FY 2005/2006. EM: Adopt recommended ordinance modifications within one year of submittal to the Director of Public Works.	Development and redevelopment projects over 1 acre in size are required to implement, monitor, and maintain long term BMPs. Sediment, oil, grease, trash, fertilizer, and pesticides.	Designers, engineers, contractors, developers	Public Works Engineering, Community Development Planning
5b.	Plan Review					X	The City will develop procedures to condition development projects to provide post-construction practices, monitoring, and long term maintenance. City staff will review post-construction standards and practices in use in other municipal stormwater program and develop post construction standards or guidance documents for local use.	PM: Written guidance materials or standards will be available to the public by the end of FY 2006/2007.	Development and redevelopment projects over 1 acre in size are required to implement, monitor, and maintain long term BMPs. Sediment, oil, grease, trash, fertilizer, and pesticides.	Public Works, Public Works Maintenance, Engineering	Public Works Engineering, Community Development Planning

PM = Performance Measure
EM = Effectiveness Measure

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 5 - Post Construction Storm Water Management Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
5c.	BMP Maintenance				X	X	The City will inventory post-construction controls and develop a visual monitoring program for post-construction controls. Maintenance of post-construction controls will remain the responsibility of the project, project owner, or other continued maintenance agreement.	PM: Complete inventory and develop a visual monitoring program for post-construction controls in FY 2006/2007. EM: Monitor post-construction BMPs per visual monitoring plan.		Public Works Engineering, Public Works Maintenance	Public Works, Engineering
5d.	Outreach			X			The City will offer opportunities for public input in the development of post-construction control procedures or guideline. Developed procedures or guidelines will be shared with the development community through workshops, presentations at professional organizations, newsletters, and website.	PM: Mail draft copies of the draft procedures or guidance documents to local and project design professionals, contractors, and developers who have done work in or with the City in the past three years. Include the mailing list in the annual report for FY 2005/2006. EM: Consider public input and incorporate appropriate comments in the guidelines or procedures.	Development and redevelopment projects over 1 acre in size are required to implement, monitor, and maintain long term BMPs. Sediment, oil, grease, trash, fertilizer, and pesticides.	Designers, engineers, contractors, developers	Public Works, Public Works Maintenance, Engineering

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 6 - Municipal Operations Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
6a.	Street Sweeping			X	X	X	Continue street sweeping program and evaluate alternative equipment and sweeping schedules to optimize pollutant removal. Currently, streets are swept on a bi-weekly basis.	PM: Sweep streets bi-weekly. Track the amount of material collected during street sweeping operations.	Oil and grease, metals garbage, fertilizer, dirt, and leaves.	Public Works, Contracted Street Sweeper	Public Works Maintenance
6b.	Storm Drain Facilities			X			Review, update and document maintenance procedures for maintaining the storm drainage system. All maintenance staff will be trained annually on updated maintenance procedures.	PM1: Documented maintenance procedures will be completed during FY 2006/2007. PM2: Provide annual staff training. Record attendance and topics discussed at annual staff trainings. EM: All maintenance staff will receive a copy of the maintenance procedures. All maintenance staff attend annual training.	Oil and grease, metals garbage, fertilizer, dirt, trash, and leaves.	Public Works, Public Works Maintenance Staff	Public Works Engineering, Public Works Maintenance
6c.	Litter control			X	X	X	Continue to facilitate the annual fall coastal cleanup day conducted by the City and coordinated with State coast and creek cleanup activities. Continue to provide waste containers and garbage pickup in public areas prone to littering.	PM: Facilitate an annual clean-up day coordinated with regional coast and creek cleanup activities. EM: Public participation increases by 10 percent annually.	Litter, trash, debris	Public Works, Public Works Maintenance Staff, general public	Public Works Engineering, Public Works Maintenance

PM = performance Measure
EM = Effectiveness Measure

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 6 - Municipal Operations Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
6d.	Maintenance Activities				X	X	Review, develop and document maintenance procedures and activities to improve the reduction of pollutants generated by the municipal operation. Documented materials will include BMPs for routine municipal operations activities. Train all municipal staff, including field maintenance staff, on documented procedures and activities.	PM1: Documented maintenance procedures will be completed during FY 2006/2007. PM2: Provide annual training for the review of water quality practices during municipal maintenance activities. EM: All maintenance staff will attend annual trainings.	Oil and grease, metals garbage, fertilizer, dirt, trash, and leaves.	Public Works, Public Works Maintenance Staff	Public Works Engineering, Public Works Maintenance Staff
6e.	Creek Cleaning			X	X	X	City maintenance crews will continue to conduct routine creek and channel maintenance for flood control. Document creek and channel cleaning and maintenance procedures. Train maintenance staff annually on water quality practices during creek and channel maintenance activities.	PM1: Documented creek and channel maintenance procedures will be completed during FY 2006/2007. PM2: Train maintenance staff annually on water quality practices during creek and channel maintenance activities. EM: All maintenance staff will attend annual trainings.	Oil and grease, metals garbage, fertilizer, dirt, trash, and leaves.	Public Works, Public Works Maintenance Staff	Public Works Engineering, Public Works Maintenance

City of Fort Bragg Stormwater Management Program - FY 03/04 to 07/08

Table 6 - Municipal Operations Element

Activity/Best Management Practices		Begin Implementation					Implementation Plan	Quantifiable Target/Evaluation Tool	Message(s)/Pollutants Addressed	Targeted Audience(s)	Implementer(s)
		2003-2004	2004-2005	2005-2006	2006-2007	2007-2008					
6f.	Parks, Recreation, and Landscape Maintenance			X	X	X	Conduct a pollution assessment of all City parks to evaluate which parks require pollutant mitigation practices beyond the routine maintenance activities. Prioritize the list of parks needing additional BMPs. Develop a plan to address pollution impacts from City parks. Develop and document maintenance procedures which include water quality practices during routine maintenance activities. Assess maintenance operations to reduce pollution from sources such as erosion, excess irrigation runoff, fertilizer, and herbicide applications. Train maintenance staff on new and revised procedures. The City will install signs in public parks to inform the pet owners to pick up pet waste.	PM: Documented procedures will be completed during FY 2006/2007. Train all maintenance staff on maintenance procedures annually. One pet waste sign will be installed in each City park by FY 2007/2008. EM: All maintenance staff will attend annual trainings. All City parks have one or more pet waste signs.	Oil and grease, metals garbage, fertilizer, dirt, trash, lawn waste, fertilizers, pesticides, pet waste, and leaves.	Public Works, Public Works Maintenance Staff	Public Works Engineering, Public Works Maintenance